



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

BORHAT BHABANI PRASAD BARUAH MEMORIAL COLLEGE

**BORHAT HABI GAON, P.O.- BORHAT, DIST- CHARAIDEO, ASSAM. PIN- 785693
785693**

www.borhatcollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

November 2020

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Affiliated to Dibrugarh University, Dibrugarh, Assam, Borhat Bhabani Prasad Baruah Memorial College is a promising co-educational premier institution of higher education offering B.A. course. Situated in the border area of Assam, Nagaland and Arunachal, about 30 km away from the district headquarter, the college came into existence on 16th August 1995. The college was established with the noble objectives of meeting the needs of higher education in this rural area, which had been lagging behind in terms of education for the last few decades. It was a humble effort by a few educationists of the locality, some of whom even did have formal education. At present the college offers courses in Arts for six subjects with five options for Major. In parallel, the college has introduced BPP and B.A. under KKHSOU to enable the employed students or students who are unable to pursue regular course. Besides the college has started certain skill-development courses.

During the past few years the college has made a few outstanding achievements like 100% result, University Topper, Championships in Kabaddi for a record time, higher pass percentage etc. The untiring effort by the management, Staff, the students and of course the consistent help and cooperation by the local folk at large are in deniable to give the college its present status. Such achievements remind us of our commitment. We salute the founders, their contribution and we are now looking forward to meet a successful future.

Vision

Vision: To provide quality education to students, to empower them through knowledge and values, to make aware of socio-economic changes and sustainable development.

Mission

Mission: To mould students into rational thinkers, competent persons and citizens of social awareness.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The college is located in the easternmost corner of India that has renowned historical background in the field of Tea industry since the British rule in India.

The institution has dedicated teaching and non-teaching staff and a good student strength, belonging to diverse ethnic groups.

The college has a well-stocked central library, departmental libraries.

It provides free internet and Wi-Fi facilities for office staff within college campus, girls hostel, LCD projectors smart classrooms, laboratory and other resources, and play ground, drinking water facilities.

Effective implementation of the curriculum prescribed by the affiliating university.

The sincere and dedicated effort of the college is reflected in the academic performance of the students as well as progression to higher studies and placement.

Students are encouraged to interact with eminent personalities of different field, students of the other college and community members.

Apart from organizing seminar, workshop, lecture, the institution encourages its faculty members to involve in Research work.

The IQAC is continuously involved in enhancing the quality education and it is supported by management and the stakeholders in the formulation and implementation of its policies.

Students are encouraged to publish their creative thoughts in the annual college magazine and the wall magazine.

The different cells and committees and IQAC are actively involved in different student centric activities.

Students having lower percentage in entry level have passed the UG course with higher percentage under sincere and punctual guidance.

Faculty co-operation with administrative decision making and vice-versa.

Good co-operation and harmonious relationship with society.

Teachers are involved in social service and different program in the area.

Good teacher-student-administration relationship.

Good performance of students in academic as well as extra-curricular activities

Computer Lab

Institutional Weakness

One of the disadvantages of the institution includes no freedom to formulate a curriculum of its own, because it is fully designed by the affiliating University and the College has no choice in this aspect.

* Financial limitations.

*The area in which the institution is situated lacks proper communication.

Institutional Opportunity

*The reputation of the college since its inception and the ability to live up to the stated vision and mission has placed it in great demand throughout the region. Therefore, the institution can expand through introduction of Major in the non-major subjects, introduce PG courses in some of the departments and offer skill based courses.

*It can also develop soft skill and inter-personal competency of students. Diploma courses such as tourism, Organic tea plantation, entrepreneurship, etc. can be introduced.

*Further overall development can be done with required equipments and software.

*The faculty members may avail the research facilities offered by various funding agencies.

* For widening the scope for employment, short term courses or workshops can be organized. *There is greater possibility of networking among the alumni.

*The institution can strive to eliminate the infrastructural inadequacies with grants received from RUSA, Govt. of Assam, etc. stakeholders.

Institutional Challenge

*The teachers are under pressure in completing their courses because regular classes are often hampered by their involvement in other govt. duties like Election, Gunotsav, census etc.

*One of the major challenge is to increase the involvement of parents and alumni in different activities.

* The college has the challenges to increase the enrollment of students and minimize the rate of drop students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Borhat B.P.B.M.College is affiliated to Dibrugarh University, Assam. The curriculum is generally designed and prepared by the affiliating university. The college offers BA Choice Based Credit System programme in six subjects i.e., Assamese, English, History, Economics, Political Science, and Education from the current year. Except English, the other subjects offer both Major and Non-Major programme.

The college provides ample opportunities to the backward classes including SC/ST and students from Tea Gardens. Some students have achieved brilliant results in their examinations. The affiliating University provides entire course syllabus, duration of the session, the date of examinations, question papers, etc.

The institution encourages the faculty members to go for research, attend RC/OP in their respective subjects, to participate National and International seminar, conference, workshop etc. to present their research papers. The college also encourages them to publish those papers.

For effective curriculum delivery and classroom transaction, all the teaching departments prepare their

own lesson plans for both the general and major course which include lecture hours, topic to be taught and other co-curricular activities to be conducted during the academic session and the progress is regularly monitored by the heads of the departments.

On the basis of theoretical knowledge, socio-economic surveys, project works etc. are conducted by the students. At the end of every academic session course completion overviews and review of examinations result at different levels are done by the authority in the academic committee meetings. The college encourages the faculty members to innovative teaching-learning process through seminars, symposiums etc in collaboration with NGOs like Asom Lekhika Sanstha, Anchalik Chatra Santha, District Administration, District Medical Department etc .

Teaching-learning and Evaluation

The college website and prospectus provide all relevant information about admission, institutional facilities, rules and regulations etc. at the time of admission. The admission is made on the basis of merit in the previous examination. The college offers opportunities to SC,ST,OBC etc. abiding by the directives of the Govt. of Assam and the Dibrugarh University. Free-ships and other concessions are available to the economically weaker students. The detailed layout of the teaching plan is offered in the Academic Calendar. The college has a tiny but efficient and dedicated group of teachers. Teachers participate in seminars, workshops, conferences organized by various institutions. The faculty members adopt innovative approaches to teaching-learning process by introducing Internet, LCD projector, field work, socio-economic surveys. Students are provided with academic, personal and psycho-social support, and guidance services by the faculty members and various cells. The college library collects books and various journals, newspapers, with the funds granted by the authority. Books for preparation for competitive examinations, internet facilities are provided to the students. Syllabus, question papers of the College, University examinations are kept in the library. Almost all the departments have own departmental libraries. Students Counselling and Career Guidance Cell helps students to cope with the demands of competitive examinations. The teaching-learning atmosphere prevailing in this institution and the good percentage of results (80% to 90%) attracts the students every year. In the academic session 2018-2019, the college bagged 11 First Class. The institute monitors the quality of teaching-learning through IQAC and other relevant cells, which collect feedback from the students and other stakeholders. Parents-teachers meetings are held regularly. Certificate, cash, books rewards are given to students for good performance. The study centre of the Krishna Kanta Handique State Open University of our college also facilitates large number of students to pursue study in UG level. Teaching learning is done extensively and regular evaluation is made as per guidelines.

Research, Innovations and Extension

Borhat B.P.B.M. College constituted a Research Committee to encourage and extend all possible helps to the researchers to promote research works. Of course, minimum infrastructure facilities are provided by the institution for research works. Internet and Reference books are made available to all faculty members to facilitate research works in the college. Teachers are encouraged in the department to pursue minor/major research project. Seminars are organized by the departments in the last four years. One faculty member has been awarded Ph.D. Degree by Singhania University in 2014. At present, 04 faculty members are enrolled in different universities of the state for their Ph.D. work. More than 15 faculty members have presented papers in national conferences and seminars. Faculty members have presented a good number of research papers in various National Seminars in their individual capacity and in collaboration with associates which are published

in the proceedings of the relevant seminars. There are also other publications like chapter in books etc. The college provides the facilities of computer, printing, photostating.

The college also involves in extension activities in different categories like community development, Social work, Health awareness, Health camp, Blood donation camp, Environment awareness, Gender sensitization etc. A neighboring village 'Naharpukhuri village' has been adopted by the college for creating awareness in health-care/hygiene/education etc. Organization of blood donation camps, AIDS awareness programme etc are the works related to community orientation. The NSS Unit organizes extension programme like cleaning ,tree plantation and other social work . The Women's Studies Cell addresses issues related to women staff and girls students like social responsibilities of women and awareness about sexual harassment etc. It takes initiatives for guidance and counseling of girls students.

Infrastructure and Learning Resources

The total area of the campus is 9.23 acre. The total constructed area is 1,245 (in sq.m) The college provides sufficient class rooms to teach all subjects simultaneously. The newly built college library is well equipped. Total library Books now stands at 5605 with complete Accession Numbering System. There is a central computer laboratory with 10 computers and two of them have internet connections. Computer facility has been extended to all students and staff. A powerful generator has been installed in 2017. The college has digital classrooms equipped with modern facilities like LCD, overhead projector etc.

Student Support and Progression

The institution publishes its update prospectus annually. Information viz. admission procedure, fee structure, library facilities, attendance rules, course offered, financial and student support services etc. are provided clearly in the prospectus. The college publishes an annual magazine which disseminates various information viz. infrastructural establishments, students activities, academic achievements etc. The college has also its own website 'www.borhatcollege.org.'

Scholarship is given to the SC/ST/OBC and economically weaker section from the State and central government. The college provides free admission to the desiring and deserving students.

Special coaching and guidance are provided by the institution in sports and games. There are provisions for providing financial assistance and internal facilities to such students. Health camps are organized by the college to create awareness about health among the students.. The faculty members also personally provide career guidance to the students.

In skill development, computer training is imparted and free coaching in volleyball, kabaddi, is given to the students. There are provisions for tutorial class for the slow learners.

The institution collects feedback from each batch of outgoing students. The information data supported by them are used for improvement of teaching-learning practices and the infrastructure development.

In the field of publication, the college publishes its wall magazine 'Jagriti' and magazine 'Jangam'. Moreover, the college publishes its News Letter Named 'Jyotibani' every year.. This year all departments have published their own wall magazines.

The college has an elected body of Students' Union under the guidance of the Principal.

The Alumni Association of the college keeps records of the alumnae and keeps in contact with them.

Governance, Leadership and Management

The Governing Body of the college is the highest decision making authority with the Principal as its Secretary. The Principal plays the leading role in the governance and management of the institution. The college has an efficient internal management system under the leadership of the Principal for designing and implementation of its policies and plans effectively through the various committees constituted by the GB. All the stakeholders – students, parents, local persons, govt./non-govt. bodies etc participate actively and cordially in institutional plans abiding by the stipulated norms and conditions. Thus, dynamic leadership and effective administrative system promotes co-operation, sharing of knowledge and innovations in the institution. The development of the institution comprises extension of building, providing additional facilities, introduction of new courses, inclusion of new faculty etc. The college arranges confidential evaluation of the faculty members and the overall institution performance by the students through feedback which is perused by the Principal, who takes necessary actions/initiatives for further improvement of the facilities offered by the institution. Those who are employed on adhoc/contractual basis are offered a consolidated pay-scale. Income/expenditure are closely monitored by the Principal. IQAC of the college plays a pivotal rule in leadership and management

Institutional Values and Best Practices

- * Institutional social responsibility
- * Anti -Ragging Cell.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BORHAT BHABANI PRASAD BARUAH MEMORIAL COLLEGE
Address	BORHAT HABI GAON, P.O.- BORHAT, DIST-CHARAIDEO, ASSAM. PIN- 785693
City	Borhat
State	Assam
Pin	785693
Website	www.borhatcollege.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	PROMOD BORGOHAIN	03772-259561	8134078242	-	borhatcollege@gmail.com
IQAC / CIQA coordinator	RUDRESWAR GOGOI	-	7576817577	-	gogoirudreswar9@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	
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Date of establishment of the college	16-08-1995			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name		Document	
Assam	Dibrugarh University		View Document	
Details of UGC recognition				
Under Section	Date		View Document	
2f of UGC	07-12-2006		View Document	
12B of UGC	10-09-2012		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

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	BORHAT HABI GAON, P.O.- BORHAT, DIST- CHARAIDEO, ASSAM. PIN- 785693	Rural	9.23	11116

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	H.S.	Assamese	150	34
UG	BA,Economics	36	H.S.	Assamese	150	41
UG	BA,Economics	36	H.S.	English + Assamese	150	23
UG	BA,Education	36	H.S.	Assamese	150	30
UG	BA,Education	36	H.S.	Assamese	150	43
UG	BA,History	36	H.S.	Assamese	150	46
UG	BA,History	36	H.S.	Assamese	200	158
UG	BA,Political Science	36	H.S.	English + Assamese	200	153
UG	BA,Political Science	36	H.S.	English + Assamese	150	105

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				0				0			
Recruited	0	0	0	0	0	0	0	0	8	8	0	16
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	2	2	0	4
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				8
Recruited	7	1	0	8
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	0	1	0	1
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	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	6	2	0	8
PG	0	0	0	0	0	0	8	8	0	16

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	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	2	2	0	4

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	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		Total
	0	0	0	0	0

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
		UG	Male	152	0	0
	Female	207	0	0	0	207
	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	0	1	0	0
	Female	4	9	6	2
	Others	0	0	0	0
ST	Male	7	5	4	5
	Female	6	10	10	16
	Others	0	0	0	0
OBC	Male	140	172	189	164
	Female	124	147	173	240
	Others	0	0	0	0
General	Male	11	19	22	14
	Female	16	15	22	13
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		308	378	426	454

Extended Profile

1 Program

1.1

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

2018-19	2017-18	2016-17	2015-16	2014-15
09	09	09	09	09
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
02	02	02	02	02

2 Students

2.1

Number of students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
454	426	378	308	227
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

2018-19	2017-18	2016-17	2015-16	2014-15
79	79	79	79	79

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2018-19	2017-18	2016-17	2015-16	2014-15
134	115	61	96	43

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

2018-19	2017-18	2016-17	2015-16	2014-15
16	16	16	16	16

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
16	16	16	16	16

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 4

4.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
17.10	15.50	15.16	10.20	14.31

4.3

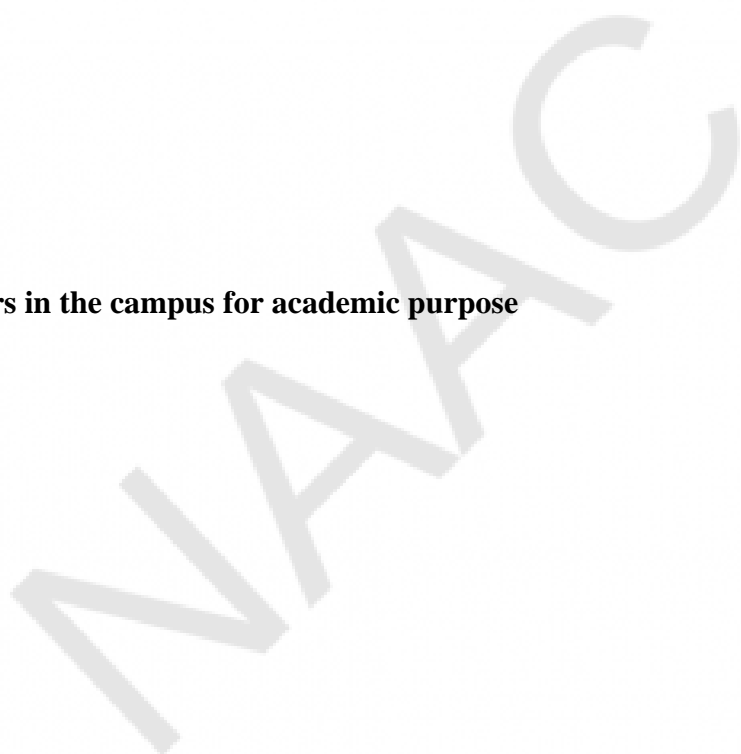
Number of Computers

Response: 13

4.4

Total number of computers in the campus for academic purpose

Response: 1



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:

- The college arranges tutorial classes, extra classes, seminar, workshop, group discussions for quality improvement.
- Use of audio-visual as well as modern teaching aids for effective curriculum delivery.
- Students are counseled regarding the reference books, rules and regulations under semester system. They are also provided with easy access to the computer lab and e-library for browsing course and curriculum related information.
- Making a planned class routine by consulting all the HoDs of the department.
- The college library is enhanced with number of books.
- The Principal and IQAC monitor the progress at regular intervals.
- Result analysis is made.
- Following the academic calendar of the university.
- Making good use of blackboard.
- Making use of ICT in teaching-learning process.
- Making the class student-friendly.
- Field Study and Educational Trips to places having curriculum relevance.

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

Response:

The college adheres to the Academic Calendar published by the affiliating university and it is implemented well. However, the college may change minor work giving notification to the students. The students are evaluated through sessional examinations, class room attendance, seminars, group discussions and assignments. The students are notified about the schedule of such evaluation programmes through the notice board.

As the University is the sole authority in designing the structure of the course curriculum, so the affiliating colleges have little scope in it. However, the faculty as Board member or as an invitee takes part in this reformation process. In the semester course, the University reserves the right to set questions of 80% marks in each paper in end semester examination and the rest 20% marks are internal marks done by the colleges. This 20% are accrued of 5% from 1st sessional, 5% from 2nd sessional examination, 5% from students' attendance and 5% from seminar / GD / assignments etc. The college ensures the effective implementation of the sessional marks through in-semester examinations; seminar/GD /Assignments and strict norms of students' attendance.

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: D. Any 1 of the above

File Description	Document
Institutional data in prescribed format	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: 00

File Description	Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 0

1.2.2.1 How many Add on /Certificate programs are added within the last 5 years.

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	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

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

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:

1. The institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional ethics into the Curriculum as per the Syllabus laid down by the university (Dibrugarh University) which the institution is affiliated to .

Gender:

*Political science 6th, semester (Major) has entire paper (course) devoted to Women’s Studies.

* Political Science 2nd Semester (Generic Elective, CBCS) has entire paper devoted to Feminism in India

* Education 2nd Semester, Generic Elective, CBCS has entire paper devoted to Women Studies.

Assamese 3rd Semester (Major) has entire paper devoted to Women’s Studies.

Assamese 6th Semester (Major) has a paper with reference to Gender

Environment and Sustainability:

*The subject of Environmental Studies has been included in the 2nd semester (CBCS)

& 4th Semester as per curriculum of Dibrugarh University.

A paper on Environment is devoted to 6th Semester students of Economics (Major)

*Human Values:

* Drama like ‘Rupalim’’ teaches human values and ethics incorporated in Assamese

5th Semester (Major).

*Assamese 4th Semester (Major) has a paper in connection with Human Value.

*Assamese 5th Semester (Major) has entire paper in connection with Gender.

*

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 0

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

File Description	Document
Institutional data in prescribed format	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: E. None of the above

File Description	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: E. Feedback not collected

File Description	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: 80.09

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

2018-19	2017-18	2016-17	2015-16	2014-15
150	150	150	150	81

2.1.1.2 Number of sanctioned seats year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
168	161	191	155	81

File Description

Institutional data in prescribed format

Document

[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: 186.84

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

2018-19	2017-18	2016-17	2015-16	2014-15
79	79	79	79	79

File Description

Institutional data in prescribed format

Document

[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:

After the admission the authority tries to find out the potentialities and the competency of the students and attempt to take separate approach with respect to slow learner, average learners and advanced learners. The teachers give special attention to these three groups with reference to their course materials given to them. Slow learners are given extra classes / remedial classes so that they can understand the subjects without hesitating. Different types of methods are taken to involve the students in the teaching –learning process. The faculty members of respective departments identify the advance learners on the basis of their performance in class tests, sessional examinations (in-semesters), interaction etc. The stratified groups are then allotted advance topics, assignments. They are also assigned to solve the university question papers of at least last 5-7 years examinations. The faculty members, then, discuss the question papers in extra classes. The shortcomings are pointed out. The students are also provided lists of reference books available in the departmental as well as the central library for furthering of their knowledge level

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

Response: 28:1

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 has always laid emphasis on how the learning be made more student centric. In addition to chalk and talk method, the lecture method is supplemented by overhead projector, power-point and LCD projectors.

The strategies are given below:

- * The digital class room is used for facilitating the use of ICT for the teachers and students alike.
- * The students participate in extensions programs whereby they learn something.
- *Group discussion, seminar, educational tours to academic institutions and historical places are also some of the measures to make learning student centric.
- *In individual capacity, a few teachers have published text and reference books,
- *One such innovative mechanism is ‘INTERACTIVE LEARNING’. The teachers often develop personal

contacts with the students and allow interaction with them before and after the class in their respective departments.

* Vernacular Medium is used sometimes to aid the speedy understanding of the students. Questions relating to the syllabus and all relevant questions are discussed inside the classroom.

* Field study of the concerned department enhances their knowledge of field survey.

* Participatory learning activities such as wall magazine, annual magazine, project work, assignments, and extracurricular activities of NSS etc. are provided

*The major course students are interacted one to one.

*To enhance communication skills frequent departmental seminars are held and the students

have been encouraged to select topics of their own. .

• Borhat Bhabani Prasad Boruah Memorial College Student Union organizes “College Week” which is a platform to search potent talents of the students in various aspects.

• To encourage the students, the college has been running a award i.e“College Best Graduate Award”. Moreover, the meritorious students are also felicitated.

Borhat Bhabani Prasad Boruah Memorial College Students Union (Borhat BPBMCSU) has been organizing the “College Week” through which their talents may be hunted. Various competitions are held in culture, music literature, athletics, indoor and outdoor games etc. Borhat BPBMSU also has been publishing a magazine almost regularly through which the creativity is nurtured. The students publish their creative writing in the “Wall Magazine” & Hand Written Magazines. The mentors in general, gives different types of knowledge such as soft skills, ICT and skills of different works from time to time.

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

Response:

*Teachers make use of ICT Tools like projectors., Digital Broads.etc regularly.

* Topics relating to the syllabus are again and again discussed and interacted in the digital classroom.

* Different methods like recitation, quiz, assignment, extempore speech etc are used to make the process of learning interesting.

* Catering to the diverse needs of different levels of students

* Seminars/Workshops are arranged in the digital classroom which build up self confidence of the students.

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

Response: 28:1

2.3.3.1 Number of mentors

Response: 16

File Description**Document**

Upload year wise, number of students enrolled and full time teachers on roll.

[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

File Description**Document**

Institutional data in prescribed format

[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: 1.25

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	01

File Description**Document**

Institutional data in prescribed format

[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: 16.44

2.4.3.1 Total experience of full-time teachers

Response: 247

File Description	Document
Institutional data in prescribed format	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:

The college maintains full transparency in internal assessment and adopts the procedures to enhance the quality of such assessment. The evaluation blue-print has normally been ear-marked by the University through the syllabus 80% marks of each paper are at the disposal of the University and set in the end semester examination. The other 20% is being sessional part (This 20 marks is accrued of 5% from 1st sessional, 5% from 2nd sessional, 5% from attendance and 5% from semester/GD/assignments etc.

The important points of internal assessment are given below:

- *The evaluation guidelines as prescribed by the affiliating university is published in the college prospectus.
- *Home assignments are given to students.
- * Sessional tests are made on the topics taught as per the guideline of Academic Calendar of Dibrugarh University.
- * Attendance of students is strictly maintained and proper weightage of attendance in internal assessment is provided.
- * Group discussions, home assignments, seminar are held as part of internal assessment.
- * Marks of sessional tests are displayed on the Notice board and answer scripts are shown to the students.

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

Response:

The University frames all the rules and regulations regarding the evaluation process in the meeting of “Board of Studies” and “Academic Council” and circulate the resolutions to all the affiliating colleges.

The principal also provides the copies of resolutions to the HODs and ensures that the faculty is aware of the evaluations. The principal convenes general meeting of the faculty members and apprises the evaluation processes through discussion. Consequently, the faculty members also apprise the students in their respective classes. In the semester course, the University reserves the right to set questions of 80% marks in each paper in end semester examination and the rest 20% marks are internal marks due by the colleges. This 20% are accrued of 5% from 1st sessional, 5% from 2nd sessional examination, 5% from students' attendance and 5% from seminar / GD / assignments etc. The college ensures the effective implementation of the sessional marks through in-semester examinations; seminar/GD /Assignments and strict norms of students' attendance.

The college provides a scope for reevaluation of answer scripts if the students are not satisfied with the marks given to them. The process of reevaluation is time bound and efficient. The students can avail the RTI act in case of any examination related grievances.

2.6 Student Performance and Learning Outcomes

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

Response:

The teaching strategies of the college are structured through academic calendar, teaching plan and time table i.e. the class-routine. The teachers have been deputed for short term, orientation and refresher courses for their knowledge up-gradation. The college recruits competent teachers and always tries to retain the efficient teachers.

The college authority and the IQAC adopt appropriate measure for regular holding of classes, completion of syllabi and providing adequate infrastructural facilities such as class-room and laboratory equipment, reading materials in the library etc. The departments hold class test series, sessional examinations, seminar, group-discussions etc. Special care is taken for the disadvantaged and slow learners.

The college has the mechanism of assessing the teachers by students' feedback through some certain questionnaire set. Students are assessed through the performances in various examinations. Moreover, the talents of the students have been searched in diverse areas in the college week events.

The program outcomes, program specific outcome and course outcomes for B.A.(Major and

Non-Major) Courses offered by the institutions are displayed in the college website. The college has clearly stated learning outcomes. These are enshrined as the vision, mission and objectives of the college. The teachers and students are made aware of these outcomes through their publication in the college prospectus. Further, these are formally or informally discussed in various gatherings in the college. The new comer students are introduced to these outcomes at the time of admission as well as on the day of freshmen's social

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

Response:

As the college is affiliated to Dibrugarh University, so the college has to follow the course modules prescribed by the University. However, the college has the mission to create an atmosphere for holistic development of the students and modulate them into good citizens, have care for the society. The college provides free and fair education irrespective of caste, creed, culture, economically backward and socially deprived. The college has been trying to open up new frontiers of knowledge so that students may have desire to learn more and benefitted for progression of higher studies as well as groomed for carrier opportunities.

The progress of the students throughout the duration of the course is monitored through in-house test, discussion, seminar presentation, end semester examinations etc. as per the guidelines of affiliated University. The sessional examinations, seminars & group discussions are provided to enhance the subject related knowledge, the ability of expressing their thoughts and ideas in better way.

2.6.3 Average pass percentage of Students during last five years**Response:** 90.96**2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
104	56	83	38	43

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

2018-19	2017-18	2016-17	2015-16	2014-15
115	61	96	43	44

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 3.28

File Description	Document
Upload database of all currently enrolled students (Data Template)	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 in the institution during the last five years (INR in Lakhs)

Response: 2

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	00	2.25

File Description	Document
Institutional data in prescribed format	View Document
e-copies of the grant award letters for sponsored research projects / endowments	View Document
Any additional information	View Document

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

Response: 6.67

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	01

3.1.2.2 Number of departments offering academic programmes

2018-19	2017-18	2016-17	2015-16	2014-15
06	06	06	06	06

File Description	Document
Institutional data in prescribed format	View Document

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 2

3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
01	0	01	0	0

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.2 Research Publications and Awards

3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

Response: 0.5

3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
0	01	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 2.94

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

2018-19	2017-18	2016-17	2015-16	2014-15
02	05	13	08	6

File Description	Document
Institutional data in prescribed format	View Document

3.3 Extension Activities

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

Response:

The college staff and students are engaged in various extension activities including academic service. The college has adopted one nearby secondary school. The teaching

faculty have been rendering the service of periodic teaching at the institution on different subjects as per their demand. Moreover, the teaching faculty are engaged to teach various subjects in different schools under the scheme of Maitry Eik Gyan Jatra, Charaideo district Administration, Assam. IQAC and NSS of the college are involved in several awareness program on different issues of present day relevance such as Digital awareness program, different health awareness program, Female awareness program, Open defecation awareness program, Aids Awareness Programme, Blood donation camp etc. The college has also adopted one of the nearby village named 'Naharpukhuri Konwar' and is working towards the development and welfare of the community.

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 11

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

2018-19	2017-18	2016-17	2015-16	2014-15
01	03	04	01	02

File Description	Document
Institutional data in prescribed format	View Document

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 44.36

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

2018-19	2017-18	2016-17	2015-16	2014-15
49	246	235	58	164

File Description	Document
Institutional data in prescribed format	View Document

3.4 Collaboration

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

Response: 0

3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 1

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

2018-19	2017-18	2016-17	2015-16	2014-15
01	0	0	0	0

File Description

Document

Institutional data in prescribed format(Data template)

[View Document](#)

e-Copies of the MoUs with institution./ industry/ corporate houses

[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:

The institution has sufficient number of classrooms in respect of intake capacity. There are five digital classrooms and a computer laboratory, a conference room in the

college. The remaining are well equipped to meet the needs of the students with adequate teaching-learning aids. The classrooms have sufficient lighting, ventilation and sitting arrangements for the student and teachers. The college has a 20KV power generator and one phase electricity connection. For monitoring the classroom and campus activities adequate number of close circuit cameras have been installed. Safe drinking water is provided using modern water purifiers. Three solar stand lights are already installed in the campus. For extra-curricular activities the facilities of sports, outdoor and indoor games, NSS, cultural activities, Public speaking are available in the institution.

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

Response:

The creation and enhancement of infrastructure to facilitate effective teaching and learning is initiated by the Governing Body of the college. The college provides an outdoor playground adjacent to the institution campus for development of sports activities and other extra-curricular activities. Equipments for various indoor and outdoor games are dispensed for running sports smoothly so that the students can utilize their off periods and after the class hours. Different cultural activities are performed in a temporary auditorium furnished necessary audio-visual accessories. Most of the instruments and facilities for performing cultural activities are provided by the college. For extra-curricular activities The institution provides Volleyball court, Basket ball court, Kabbadi court, Cricket Court, Football Court and various songs ,dances and dramas performed in the college during occasion like foundation day, sports week. etc.

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: 35.71

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 04

File Description	Document
Institutional data in prescribed format(Data template)	View Document

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

Response: 29.1

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

2018-19	2017-18	2016-17	2015-16	2014-15
7.83	3.86	6.58	2.13	1.51

File Description	Document
Upload audited utilization statements	View Document
Institutional data in prescribed format(Data template)	View Document

4.2 Library as a Learning Resource

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

Response:

Borhat B.P.B.M.College library is working on SOUL 2.0 Software which is Integrated Library Management System (ILMS). The major module of SOUL which is catalogue and circulation are partially automated. The database of books have been created using this software and among the main functions i.e circulation which is done with the help of SOUL 2.0. The automation process includes sectional bar code which is under process.

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: D. Any 1 of the above

File Description	Document
Institutional data in prescribed format(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: 145450.6

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)

2018-19	2017-18	2016-17	2015-16	2014-15
0.05	3.02	0.63	2.98	0.60

File Description	Document
Institutional data in prescribed format(Data template)	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 last completed academic year

Response: 2.98

4.2.4.1 Number of teachers and students using library per day over last one year**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi**

Response:

The college has five number of updated smart class rooms with audio visual and Projectors facilities. It has free Wi-Fi facility inside the campus. The institution updates its IT facilities regularly in order to enhance quality education through these technological tools. The students uses the computers basically to check the informations in the computer laboratory. The entire college campus including class rooms under the surveillance of CCTV which are regularly maintained for various purposes.

4.3.2 Student - Computer ratio (Data for the latest completed academic year)**Response:** 30:1**4.3.3 Bandwidth of internet connection in the Institution****Response:** E. < 05 MBPS**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:** 28.62**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)**

2018-19	2017-18	2016-17	2015-16	2014-15
0.55	0.099	0.018	0.053	0.007

File Description

Institutional data in prescribed format(Data template)

Document[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:**

The college authority has to repair and check –up physical facilities such as repairing of computers, furniture, other equipments and playground. The college calls for technical experts from time to time from various agencies for check-up, repairing and maintenance of the equipments and buildings. Sometimes, the college takes helps of the engineers from PWD, Electricity and architects regarding maintenance, repairing of buildings and others infrastructures.

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: 43.15

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
412	298	208	0	0

File Description

Institutional data in prescribed format

Document

[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: 0.95

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	9	0	0	6

File Description

Institutional data in prescribed format

Document

[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: E. None of the above

File Description	Document
Institutional data in prescribed format	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: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	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: D. 1 of the above

5.2 Student Progression

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

Response: 3.95

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	00	02	06

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 17.16

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 23

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 23.33

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

2018-19	2017-18	2016-17	2015-16	2014-15
01	02	0	0	1

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

2018-19	2017-18	2016-17	2015-16	2014-15
03	04	09	05	03

File Description	Document
Institutional data in prescribed format	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: 7

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.

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

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

Response:

The college has a Student's Union body. It is constituted through a democratic process of election. The portfolio – President, Vice-president, General Secretary, Asst. General Secretary, Games secretary, Asst Games secretary, Cultural secretary, Magazine secretary, Girls Common Room Secretary, Social Welfare secretary etc, are available in the college. There is a constitution of the union body. The entire process of election is held as per the guidelines of the Lingdo committee report. The members of the union body arrange the annual college week programme, celebration of Teacher's Day, Sarasati puja and many other programme. Student representation and participation has been an integral part of teaching-learning process of the college. Students representation are there in NSS, Anti Ragging Cell, Grievance & Redressal Cell, etc. Students representation in youth festival and in other events is encourage.

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: 25.4

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

2018-19	2017-18	2016-17	2015-16	2014-15
5	1	1	2	1

File Description	Document
Institutional data in prescribed format	View Document

5.4 Alumni Engagement

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

Response:

The college has an Alumni Association but it is not registered . The association does not help the institution financially but it helps in other activities, basically the welfare of the students. The alumni are communicated and kept updated with college activities through social media and direct contact. The association has organised a conference (2018) in the college with some activities like plantation drive, cleanliness programme, discussion. Some competitions on literary event, culture etc have been also organized in the conference. Many students of variuos schools of the region have participated in the competitions. A cultural night function has been also arranged with local people. Many ex-students have actively participated in the programme. All the teaching and non-teaching member of the college family have actively participated in the programme.

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

Response: E. <1 Lakhs

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 Principal of Borhat B.P.B.M. College as head of the management designs and executes the academic and administrative policy and acts as the architect of the infrastructure development. The college Governing Body to which the Principal of the college acts as the Secretary, makes and designs the management policy. The Principal/Secretary of the college implements the policy so designed with active co-operation of the faculty members of the college.

The academic policies and course curriculum designed and prepared by the affiliating university are implemented with cooperation of the faculty members of the respective departments.

For implementing various curricular and infrastructural activities, the Principal as the management leader constitutes different committees to carry out the action plans for fulfillment of the stated missions.

The members of various committees are informed about the duties and responsibilities in formulating the action plans. The institution always takes initiative to run innovative programs.

The strategies, policies are framed and approved by the Governing Body of the college. Any policy prepared by the Principal in consultation with the faculty members is approved in the Governing Body.

The institution ensures involvement of all stakeholders for effective improvement of the quality of the institution, internal coordination and monitoring mechanism. Coordination between the administrative staff and teaching staff of the college is effectively maintained. The Principal has been playing a leading role in bringing about organizational change, inclusive of administrative reform, infrastructure development, discipline of work and promotions of work culture in the institution. The institution reinforces the culture of excellence through workshops, awareness programmes, special lectures, teaching-learning and evaluation, applying for research projects, ICT management etc.

The Principal of the college prepares all its plans and policies with consultation of the Governing Body, IQAC and other committees. At the time of execution of its policies and plans, all the staff members and students are involved. Outcomes are reviewed and are studied and changes for the improvement where required are incorporated in the system.

The college authority manages to involve each and every member of the college fraternity in the academic and curricular works of the college in addition to their rendering normal services by incorporating them into various committees constituted in the college. Several committees are constituted by the Governing Body of the college for overall management of the admission, conduct of examinations, promotion of research and extension activities, development of infrastructure facilities, encouraging cultural activities, etc.

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

Response:

The college has taken up various measures for decentralization of power and such several committee have been formed with faculty members for overall management. Borhat B.P.B.M. college fosters and promotes the participating management. This has been maintained at the higher as well as at the lower level. The Governing Body is the highest decision making authority with the Principal as the Secretary. There are several sub-committees to run the administration formed by the Governing Body. For example, the college has the following bodies working at different levels –

1. IQAC
2. Research Committee
3. Building Construction Committee
4. Women's Cell
5. Students' Counseling and Career Guidance Cell
6. ST /SC /OBC Committee
7. Admission Committee
8. Anti-Ragging Cell
9. Grievance Redressal Cell
10. Library Advisory Committee
11. Sexual Harassment committee.
12. Teachers' Unit
13. Students' Union
14. Feedback Analysis Committee
15. Hostel Management committee.

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The Governing Body of the college frames the plans for development activities of the college. The Governing Body also takes necessary measures for deployment and review of the said activities.

Borhat B.P.B.M. college has perspective plan for development of the college and its stakeholders. The institutional development particularly infrastructure development is looked after by the management. It comprises-extension of building, introduction of new courses, establishment of new faculty, etc. The management forms several committees for further academic growth and infrastructure development of the college.

- To provide advanced technology for excellence in academic works.
- To develop the infrastructure facilities and to submit project proposal to UGC/RUSA for the same.
- To provide global opportunity of employment to the students in future.

- Promotion of research and publications.
- Purchase more books and journals for the central library and departmental libraries.
- Ensure audio-visual teaching to all departments.
- To develop research facilities in the college.
- To promote value-based extension works.
- Faculty development in the college.

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

Response:

The college has a Governing Body to look after the academic and administrative matters along with policy making. The Governing Body is formed as per guidelines laid down by the Govt. of Assam. The Governing Body is composed by the Principal, President, University Nominee, guardian and donar members, teacher and non –teaching representative, and Coordinator, IQAC.

1. Principal: Academic, administrative, and financial functions are executed as per UGC and Directorate of Higher Education, Assam .

2. Vice principal:

Appointment: Senior most faculty.

Function: Academic and Administrative

3.Head of the Department:

Appointment: A faculty is appointed for tenure of three years.as per guidelines of Affiliating University.

4.Teachers:

Appointment: As per UGC guideline, Initial appointment is the post of Assistant Professor is made as per UGC guidelines and state Govt.of Assam.

1.Non teaching:

Appointment and promotion: As per Assam Government guidelines.

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: B. 3 of the above

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Borhat B.P.B.M. college always endeavours for professional development of its teaching and non-teaching staff by adopting the policy such as –

- Support the faculty members to participate in faculty improvement programmes like Refresher Courses, Orientation Programmes and Short Term Courses.
- Efforts are made so that the faculty adopt student-centric education approach, academic planning, use of modern teaching-learning aids to make the curriculum interesting and effective for the students.
- Promotes research activities by encouraging the faculty members to carry out research work and run projects like MRP etc.
- Promoting the participation of students, faculty members and staff in all co-curricula, extra-curricular, community development and social work.
- The college ensures inclusiveness of female section by employing reasonable member of female as faculty members.
- The Women's Cell undertakes extension activities.
- Encouraging to participate Skill development and training for non-teaching staff.

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: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	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: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	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: 32.5

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

2018-19	2017-18	2016-17	2015-16	2014-15
07	02	02	09	06

File Description	Document
Institutional data in prescribed format(Data template)	View Document

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

Response:

The management makes an assessment of the performance appraisal reports from the teachers and feedback forms and accordingly appraises the teachers about the outcome and communicated to the appropriate stakeholders the necessary steps to be adopted for overall improvement of the academic atmosphere. Borhat B.P.B.M. college always endeavours for professional development of its teaching and non-teaching staff by adopting the policy such as –

- Support to participate the faculty members in faculty improvement programmes like Refresher Courses, Orientation Programmes and Short Term Courses.
- Efforts are made so that the faculty adopt student-centric education approach, academic planning, use of modern teaching-learning aids to make the curriculum interesting and effective for the students.
- Promotes research activities by encouraging the faculty members to carry out research work and run projects like MRP etc.
- Promoting the participation of students, faculty members and staff in all co-curricula, extra-curricular, community development and social work.
- The college ensures inclusiveness of female section by employing reasonable member of female as faculty members.
- The Women's Cell undertakes extension activities.
- Encouraging to participate Skill development and training for non-teaching staff.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college conducts internal and external audits regularly up to last financial year. The institution has conducted internal audit in various heads like Library fund, Games fund, festival fund, development fund, Library fund, Union fund, Admission fund, Miscelleneous fund. etc. External audit on construction and other grants, as well as income and expenditure of internally generated funds have also been done through Chartered Accountants from time to time.

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

Response: 499400

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

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

Response:

The college has an efficient financial system to manage its day to day activities and mobilize resources in an effective manner.

All fees / fines collected by the college administration through bank challans deposited under the respective heads of accounts.

Fee structure is decided by the G.B.

The institution has been implementing as cashless campus since 2017. In, circumstance cash payments are made.

In case of any purchase, quotations are invited from established firms. The purchase committee makes a comparative statement of the tendered quotations and the lowest bidder with requisites criteria is asked to supply the quoted materials. The payments are made only after receiving the material by A /C payee cheques.

A construction committee is constituted by the GB to look after all construction related works. For all constructions, tenders are invited from reputed construction firms.

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:

The IQAC has contributed in institutionalizing the quality assurance processes with respect to Co-curricular, extension activity, students support and best practice etc. The institution has an Internal Quality Assurance Cell (IQAC) established on 02/06/2014. It has been contributing in promoting the quality of teaching-learning. Iqac has taken initiative for publishing a newsletter of the institution from the year.2014. These are as follows :

Extension activity:

The college staff and students are engaged in various extension activities including academic service. The college has adopted one nearby secondary school. The teaching faculty have been rendering the service of periodic teaching at the institution on different subjects as per their demand. Moreover, the teaching

faculty are engaged to teach various subjects in different schools under the scheme of Maittry Eik Abhijan, Charaideo district Administration, Assam. IQAC and NSS of the college are involved in several

awareness program on different issues of present day relevance such as Digital awareness program, different health awareness program, Female awareness program, Open deification awareness program, Aids Awareness Programme, Blood donation camp etc. The college has also adopted one of the nearby village named 'Naharpukhuri Konwar ' and is working in the development and welfare of the community

Organizing National Level Seminars:

IQAC has successfully organized two National level Seminars sponsored by ICSSR New Delhi & ICSSR, NERC, Shillong.

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 annually provides and takes feedback from students in respect of teachers' quality, teaching methodology and completion of syllabus. Students give the feedback on teachers on teaching –learning process. These are analyzed statistically and submitted to the head of the institution who in turn places them in the Governing Body for discussion necessary action. After establishing IQAC ,quality education with the help of modern ICT tools have been installed in the institution.

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 intitiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: D. 1 of the above

File Description	Document
Institutional data in prescribed format(Data template)	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:

The institution is committed towards the promotion and practice of dignity, equality and rights of individuals. Committees like Women Cell, Sexual Haressment Committe, Anti-Ragging Cell, Grievances and Redressal Cell are there to monioitor and to prevent and prohibit any discrimination or haressment. The institution provides co-education and female representation in concerned ares is high.

*. Safty and Security: Saft and security is the prime concern of the instituion. To ensure a safe and secure environment for the students and the facilities as well, number of measures have been initiated.

* Boundary wall is already constructed.

* CCTV Cameras are installed at proper places.

* Mock drill and awareness on disaster management

* RO Water facility

* Emergency phone numbers are displayed.

* Identy card is issued with valiid date, containing name, photograph, blood group, address to ensure safe entry and passege into other organisations and also to identify whenever necessary..

7.1.2 The Institution has facilities for alternat 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: E. None of the above

File Description	Document
Geotagged Photographs	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:

Solid waste management: Academic and administrative buildings and other surrounding area in the campus are cleaned everyday by the college staff (grade -IV) and they separate out the waste and dispose accordingly. Waste is used in vermicompost project of the institution.

* **Liquid Waste management:** Currently the institution does not have the Science streams. As such chemical liquid waste is rare. Liquid waste from the points of generation like toilets, canteen etc is let out as effluent into drainage system to avoid stagnation.

* **Biomedical waste :** Biomedical waste release is rare because the institution avails only Arts stream currently.

* **E- waste management :** It is sure that no discarded computer, printer or other electronic equipment remains idle in the premises. Unused or damaged electronic items are returned to the distributors as the institution does not have recycling system.

Waste Recycling system : Nil

Hazardous chemical and radioactive waste management : not applicable.

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: E. None of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
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: Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document

7.1.6 Quality audits on environment and energy 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: E. None of the above

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	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:

The institution's efforts are directed towards providing an inclusive environment . Accordingly, numbers of steps are initiated. The institution itself is located in an area which is hub of different communities. Keeping it in mind IQAC, and NSS of the institution carry out some of the activities such as celebration of International Women day, celebration of World Invironment day, Independence day, Republic day, celebration of festivals like bihu, arranging blood donation camp, flood relief camp, saraswati puja ,Teachers' day , freshers' day., cultural programmes on different ethnic groups, literary arrangement, camps in adopted village and involment in social activities under community development programme..

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:

The institution organises various programme and camps or lectures etc from time to time for inculcating values for being responsible citizens. Republic Day and Independence Day are observed and history of India and Independence struggle is revived. NSS unit initiates flood relief camp so as to arouse the feelings of brotherhood and to expose the students to the reality. Across the year the institution celebrates or organises programme such as Republic Day, Independence Day, Teachers's Day, World Invironment Day, Yoga Day, Anti corruption Day, Human Right Day, Surgical Strike Day, Constitutional Day , Blood Donation Camp and Camp in adopted village etc through IQAC & NSS.

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: D. 1 of the above

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

Response:

The Institution celebrates and organises various national and international commemorative days, events and festivals. The following events are observed or celebrated in the institution:

- * Republic Day :
- * Independence Day.
- * Anti -corruption Day.
- * World Environment Day.
- * World woman Day,
- * Observation of Bihu
- * Gandhi Jayanti
- * Dr. Bhupen Hazarika, s Birth Day and Ddeath Day Anniversary .
- * Ekkta Devas
- * Anti -Drug & Illicit Trafficking Day.
- * International Yoga Day.
- * Constitution Day.
- * Saraswati Puja.

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:

1. Title: Institutional social responsibility

Objectivity: The institution never turns it back to the responsibilities towards the society as a whole. The institution believes in the application of classroom training and instruction to the outside community. It believes that good habits must be cultured from the days of schooling. To create responsible and sincere citizen is one of the dreams cherished by the institution. Accordingly, it initiates activities to realise the learners of their responsibility towards the society at large. The institution encourages, engages in extension and co-curricular activities to achieve this end.

Context : The college is located in rural area inhabited by different tribes and tribal group. Many of them are accustomed to their traditional beliefs. They do not have concern for environment, health and education. Being economically backward, a part of the population can not afford higher education. The institution assists, coordinates and contributes to the upliftment of these rural folk.

Practice: Borhat Bhabani Prasad.Boruah.Memorial College was established with the aim of providing higher education to the rural students of the locality. Since its inception the institution has not turn its back to its responsibility towards the society. Accordingly, various programmes have been implemented at various levels. Free relaxation to students from BPL family, visiting students and guardian for encouragement and more friendly relationship, plantation and awareness camps in neighbouring villages, adopted villages, awareness against aids and drug abuse through camps and streets dramas, assisting outgoing students for pursuing higher education etc have been certain initiatives. Assam is a state which experiences flood like an annual affair. The institution organises flood relief camps and use to distribute food items, cloths, medicines, anti fungal items, water, warm cloths etc. Students and facilities are deployed and the relief is not limited to the neighbouring area but also to other parts of the state. The staff has also contributed to Chief Minister.s Relief Fund for flood victims. Free medical camp and blood donation camps arranged by the institution also fall under this category.

Evidence of success: The evidence of success of the best practice can be seen in participation of public in institutional matters like organising inter-college competition, Establishment day, book releasing, activities of women cell etc. Flood affected areas like Rohmoriam, Sonari, Dishanmukh have been relieved during the bitter days of flood. In public function outside the institutional vicinity, the faculties and students are always offered greater responsibility and are always taken into good faith. Local folk is seen more and more aware of the environment, health and education.

Problems encountered and Resources required:

- * No sufficient Fund
- * Remote villages
- * Unawareness of guardian and local folk.

Notes: (Optional) : Teaching and learning should go beyond the walls of the classroom. The student community should be exposed to social environment. Engaging them in social activities would help them in becoming a sincere citizens. The students must be made to realise that they have responsibilities not only to their home and family, but also to the society.

2. Title: Anti-Ragging Cell.

Objectives of the practice :

- * To culture ragging free environment
- * To create a friendly environment
- * to nurture good habits.

Context: Ragging means display of noisy and disorderly conduct. Reports are there that ragging has ruined countless lives of the students. Environment in an educational institution is expected to be friendly and evil free. Physically or emotional hurting is an offence. Ragging itself is disease. Ragging is a challenge which

majority of the educational face in modern times.

The Practice: To maintain a ragging free environment has formed an Anti-Ragging cell which monitors students activities and ensures that the institution enjoys an educational environment in true sense. The college campus is under CCTV surveillance. The classrooms, common rooms, canteen are monitored. The Anti-Ragging cell organises meetings and sittings and determines measures and punishment, classrooms, common rooms, Canteen are monitored.

Evidence of Success:

- * No single instance of ragging for the last 5 years.
- * Friendly relationship between junior and senior students.
- * The institution functions as single force.
- * No feeling of discrimination among students in respect of class, caste and religion.

Problems encountered and Resource required:

- * Managing students of different mindset is not an easy task.

Problems of supervision.

Notes (Optional) : Media reports are enough to describe the extent of brutality of ragging in educational institution. Therefore, forming anti ragging cell is necessary to annihilate the disease of ragging. The cell or committee has to be more alert and active.

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:

'Education for all'

Borhat Bhabani Prasad Baruah Memorial college, located in a multi ethnic domain and catering to the need of higher education in a vast geographical area has been making significant contribution in the academic and social sphere of entire Borhat and adjacent areas including parts of Nagaland and Arunachal Pradesh. It has been enshrined in the vision of the institution that making higher education accessible to aspirants. Until the establishment of the institution a good portion of the students of the area could not pursue higher

education as most of them are from backward poor community viz Tea tribes, Bodos, Sonowal Kachari, Naga, Nepali, Minority etc. For the large number of students from tea tribe community the institution provides the learning and future building platform. Most of them were first generation learners and these students have contributed to change in socio-economic scenario. The positive impact in their socio-economic status is easily visible today.

Throughout its journey, the main attempt and focus of the institution is on creating a suitable academic environment. Now it has grown into an institution with modern facilities like computer lab, digital classrooms. Academic and other support, culture, literature and in finding suitable job opportunities. Today, a good number of alumni is seen engaged in professions like teaching, defence, paramilitary, tea management and other services. Besides, alumni and students can be seen representing competitions at districts and state levels.

The institution offers co-education. It encourages education for all. The teaching staff has equal numbers of male and female. As for students, the ratio of boys and girls student is satisfactory. Both girls and boys are given equal opportunities to participate, represent the institution. To achieve its goals the institution undertakes schemes like fee, wave, fee relaxation, financial assistance, academic assistance, counseling guidance.

The institution believes that education is not confined to classroom teaching. Therefore, it has been initiating programmes to culture value education. Learners are inspired to involve in social activities and the various cells and communities of the college make active efforts for effectiveness of those programmes. The institution is gradually growing, cherishing its dream of joining the world community in its thirst for knowledge.

5. CONCLUSION

Additional Information :

The college is situated in the boarder area of Assam, Nagaland and Arunachal Pradesh. Moreover, it has a historical touch, as it is attached to the historic Naharpukhuri Pond, reminiscent of the Ahom Dynasty. The college is the hub of diverse ethnic groups. The college is on the process of further development. The government of Assam has recently selected the college to introduce Science Stream.

Concluding Remarks :

The college is on the way of improvement and many problems have been overcome with the help of stakeholders till today. As the college is applying for 1st cycle of accreditation, the preparation of SSR has highlighted many informations which are very important for it.

We hope the entire process of accreditation will throw light on our upcoming journey of evolution.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification					
1.2.1	<p>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p> <p>1.2.1.1. Number of Programmes in which CBCS/ Elective course system implemented. Answer before DVV Verification : 01 Answer after DVV Verification: 00</p> <p>Remark : With reference to SSR , College introduced CBCS course system from 2019-20.</p>					
1.4.1	<p><i>Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</i></p> <p>1) <i>Students</i></p> <p>2) <i>Teachers</i></p> <p>3) <i>Employers</i></p> <p>4) <i>Alumni</i></p> <p>Answer before DVV Verification : D. Any 1 of the above Answer After DVV Verification: E. None of the above Remark : Feedback not related to design and review of syllabus will not be considered.</p>					
1.4.2	<p>Feedback process of the Institution may be classified as follows:</p> <p>Options:</p> <ol style="list-style-type: none"> 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 <p>Answer before DVV Verification : C. Feedback collected and analysed Answer After DVV Verification: E. Feedback not collected Remark : Feedback not related to design and review of syllabus will not be considered.</p>					
2.1.1	<p>Average Enrolment percentage (Average of last five years)</p> <p>2.1.1.1. Number of students admitted year-wise during last five years Answer before DVV Verification:</p> <table border="1" style="margin-left: 40px;"> <tr> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> <td>2015-16</td> <td>2014-15</td> </tr> </table>	2018-19	2017-18	2016-17	2015-16	2014-15
2018-19	2017-18	2016-17	2015-16	2014-15		

454	426	387	308	227
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Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
150	150	150	150	81

2.1.1.2. Number of sanctioned seats year wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
450	450	450	450	450

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
168	161	191	155	81

Remark : DVV has updated student count based supporting document shared by HEI indicating no of students admitted

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)

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
170	152	199	141	76

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
79	79	79	79	79

Remark : DVV has made the changes as per provided details of seats earmarked for reserved categories in 2.2 by HEI. Provided Excel sheet has not considered.

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)

2.4.3.1. Total experience of full-time teachers

Answer before DVV Verification : 263

Answer after DVV Verification: 247

Remark : DVV has made the changes as per provided experience letter of full time teachers by HEI.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	01	01

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	00	2.25

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	01	01

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	01

3.1.2.2. Number of departments offering academic programmes

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
06	06	06	06	06

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
06	06	06	06	06

Remark : DVV has made the changes as per provided research projects by HEI. Supporting

document for 2015-16 has not provided by HEI.

3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

3.2.1.1. Number of research papers in the Journals notified on UGC website during the last five years.

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
06	01	01	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	01	0	0	0

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
02	07	16	09	13

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
02	05	13	08	6

Remark : DVV has considered count on pro-rata basis based on copy of first page of books provided by HEI. Some documents are in regional language hence cannot be verified.

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)

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 05

Answer after DVV Verification: 04

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
783490	385500	658100	212734	150900

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
7.83	3.86	6.58	2.13	1.51

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)**

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)**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
5000	301542	62520	298272	59919

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0.05	3.02	0.63	2.98	0.60

4.2.4 **Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year**

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

Answer before DVV Verification : 14

Answer after DVV Verification: 0

Remark : Supporting document has not provided.

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)**

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)**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
247773	509612	589514	323306	359815

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0.55	0.099	0.018	0.053	0.007

Remark : DVV has made the changes as per expense of Repair and Maintenance account duly signed by CA.

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**

Answer before DVV Verification : D. 1 of the above

Answer After DVV Verification: E. None of the above

Remark : Provided unsigned report has not considered.

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**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: D. 1 of the above

Remark : DVV has made the changes as per provided minutes of grievances report by HEI.

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	01	04	06

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	00	02	06

Remark : Provided some letters are not clear.

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.

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.

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	01	02	04	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : Award received in Inter-college meet has not considered. Some certificates has not reflect year.

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)

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
15	36	23	14	39

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
5	1	1	2	1

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

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	499400	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : HEI received the grants from Oil India (A Govt agency). Hence the HEI claims for the year 2015-16 cannot be considered under this metric.

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

Answer before DVV Verification : C. 2 of the above

Answer After DVV Verification: E. None of the above

Remark : Geo-tagged photos has not provide.

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

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: E. None of the above

Remark : Provided bill has not reflect any claim of provided facilities in the Institution.

7.1.6 Quality audits on environment and energy 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

Answer before DVV Verification : D.1 of the above

Answer After DVV Verification: E. None of the above

Remark : Provided Word Document has not considered.

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Disabled-friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Answer before DVV Verification : A. Any 4 or all of the above

Answer After DVV Verification: D.1 of the above

Remark : DVV has only considering photo of ramp. Provided bill has not reflect any claim of provided facilities in the Institution.

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**

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: D. 1 of the above

Remark : DVV has select D. 1 of the above as per provided proceeding of committee to monitor adherence to the Code of Conduct.

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of courses offered by the Institution across all programs during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>01</td> <td>01</td> <td>01</td> <td>01</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>09</td> <td>09</td> <td>09</td> <td>09</td> <td>09</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	01	01	01	01	01	2018-19	2017-18	2016-17	2015-16	2014-15	09	09	09	09	09
2018-19	2017-18	2016-17	2015-16	2014-15																	
01	01	01	01	01																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
09	09	09	09	09																	
1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>01</td> <td>01</td> <td>01</td> <td>01</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	01	01	01	01	01										
2018-19	2017-18	2016-17	2015-16	2014-15																	
01	01	01	01	01																	

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
02	02	02	02	02

2.1 **Total number of classrooms and seminar halls**

Answer before DVV Verification : 14

Answer after DVV Verification : 4

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1710165	1550063	1515662	1020126	1431486

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
17.10	15.50	15.16	10.20	14.31

2.3 **Number of Computers**

Answer before DVV Verification : 21

Answer after DVV Verification : 13

2.4 **Total number of computers in the campus for academic purpose**

Answer before DVV Verification : 15

Answer after DVV Verification : 1