YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   **B.H. College, Howly**

- Name of the Head of the institution   **Dr. Bhushan Chandra Pathak**

- Designation   **Principal**

- Does the institution function from its own campus?   **Yes**

- Phone no./Alternate phone no.   **+919435513424**

- Mobile No: **9435513261**

- Registered e-mail   **bhcollege1966@gmail.com**

- Alternate e-mail   **iqacbhcollege@gmail.com**

- Address   **P.O. Howly**

- City/Town   **Howly**

- State/UT   **Assam**

- Pin Code   **781316**

2.Institutional status

- Affiliated / Constitution Colleges   **Affiliated**

- Type of Institution   **Co-education**

- Location   **Rural**

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **Gauhati University**

- Name of the IQAC Coordinator   **Dr. Subhash Chandra Das**

- Phone No.   **+919864473923**

- Alternate phone No.

- Mobile   **9864473923**

- IQAC e-mail address   **iqacbhcollege@gmail.com**

- Alternate e-mail address   **bhcollege1966@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://bhcollege.ac.in/docs/AQAR%202020-21.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://bhcollege.ac.in/docs/Academic%20Calendar%202021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B++**	**79.85**	**2004**	**08/01/2004**	**07/01/2005**
Cycle 2	**A**	**3.11**	**2016**	**25/05/2016**	**24/05/2016**

6.Date of Establishment of IQAC   **12/12/2002**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	**General Fund**	**State Government**	**2021-22 (1 year)**	**43911658**
Institutional	**UGC Fund**	**UGC**	**2021-22 (1 year)**	**4050000**

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of   [View File](#)

IQAC

9.No. of IQAC meetings held during the year   `03`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

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

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

- If yes, mention the amount

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

`Prepared and submitted pending AQAR for 2019-20.`

`Facilitated conduct of online classes through use of IQAC resources and strict adherence to the Covid-19 protocols in the workplace.`

`Facilitated regular interactions with students, faculty, and other stakeholders to gather feedback on various aspects of the institution.`

`Organized, Informed and encouraged the faculty for the professional development and enhance their skills and keep them updated with the latest developments in their respective fields while the lockdown was in force.`

`Facilitated and coordinated with different cells and forums of the institution to organize programs related to women empowerment, use of ICT etc. as well as the unveiling of the wall magazine.`

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

Plan of Action	Achievements/Outcomes
Develop the ICT infrastructure of the institution.	Installed smart boards in 02 classrooms.
Train the faculty to take online classes effectively.	Conducted two FDP related to imparting online classes.
Organize and collect data related to various activities and programs conducted by the institution and prepare AQAR.	Submitted the AQAR 2019-20.
Coordinate and prepare Course Outcomes for the courses offered by the institution	Prepared and uploaded course outcomes to the departmental profiles.
Identify scope of add-on courses that the institution can offer.	Identified and developed various add-on courses that institution can offer in the next academic session.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	02/08/2021

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Name of the Head of the institution	Dr. Bhushan Chandra Pathak
• Designation	Principal
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• Type of Institution	Co-education
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• Alternate phone No.		
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• Upload latest notification of formation of IQAC	[View File](#)	

9.No. of IQAC meetings held during the year	**03**

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	02/08/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	24/03/2022

15.Multidisciplinary / interdisciplinary

The institution has a total of 3 streams, viz. Arts, Science and Commerce. There are 23 departments belonging to the aforementioned streams. The institution is focused on providing multiudisciplinary education. In addition to that the institution has 3 self financed PG courses in Commerce, Education and Assamese. Instituion offers Bachelors in Business Administration as well.

16.Academic bank of credits (ABC):

Not Applicable.

17.Skill development:

The institution had two skill development courses which were discontinued due to covid-19. However, recognising its importance, the instituion has identified and developed numerous add-on courses which shall cater in developing the skills of the students. It shall be implemented in the subsequent academic sessions.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institution is yet to inculcate the Indian Knowledge System as envisioned by the Ministry of Education and NEP 2020. Although different courses under Department of English, Assameses, History, Education, Hindi, Sanskrit and Philosophy have different facets of Indian Culture, history and knowledge system in them.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The institution is committed towards Outcome Based Education and in that regard the formulation of Program Specific Outcomes and Course Outcomes has been done with utmost care. In addition to that all the faculties have teaching plan and keep a course progression report as well.

20.Distance education/online education:

The insitution serves as a Study Centre for Distance Education under Gauhati University Institute of Distance and Open Learning (GUIDOL) as well as for Krishna Kanta Handique State Open University (KKHSOU).

Extended Profile

1.Programme

1.1   **07**

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

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

2.Student

2.1   **2991**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **575**

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

File Description	Documents
Data Template	View File

2.3   **516**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **62**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **62**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**07**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**2991**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**575**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**516**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**62**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**62**

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**48**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**43855428.63**
4.3 Total number of computers on campus for academic purposes	**20**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Institution ensures effective curriculum delivery through structured processes and faculty expertise. Class routines comply with regulations while allowing time for co-curricular activities. Faculty allocation considers specialization, ensuring expert guidance. The focus is on nurturing learning skills and curiosity through well-developed lesson plans and material use.

Technology integration, with laptops for presentations, enhances class engagement. Student registers monitor attendance and interest. Teacher activity records track class coverage. This comprehensive approach aims for a holistic education, emphasizing knowledge acquisition, skill development, and student engagement, fostering well-rounded individuals.

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

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

The Institution's Academic Calendar aligns with the schedule published by the affiliating University, Gauhati University, at the start of each academic session. It meticulously outlines all working days, holidays, yearly programs, and provides a tentative timeline for Continuous Internal Evaluation (CIE) assessments. This structured calendar ensures that students, faculty, and staff have a clear and organized overview of the academic year, enabling effective planning and coordination of all educational activities. It also helps maintain consistency and compliance with the University's academic schedule, contributing to the smooth functioning of the institution.

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

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

07

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

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

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

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

The institution offers diverse UG programs that encompass important topics such as Professional Ethics, Gender Studies, Human Values, Environmental Studies, and Sustainability. These subjects have been thoughtfully included in the curriculum by the affiliating university, Gauhati University. An example is the AECC-2 paper on Environmental Studies in B.A./B.Sc./B.Com. programs. For comprehensive information on individual course details and their coverage of these vital issues, Werecommend referring to Gauhati University's official website, where you can find detailed and specific insights into the content and structure of the courses offered.

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

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

44

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

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

2991

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni   **A. All of the above**

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1210

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

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

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

454

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

2.2 - Catering to Student Diversity

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

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

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

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

Number of Students	Number of Teachers
2991	**62**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

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

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

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

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

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

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

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

2.3.3.1 - Number of mentors

62

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

2.4 - Teacher Profile and Quality

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

62

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

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

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

37

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

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

2.4.3.1 - Total experience of full-time teachers

894

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

2.5 - Evaluation Process and Reforms

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

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

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

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

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

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the

Programmes offered by the institution.

The institution prioritizes clear communication and alignment of stated Programme and course outcomes among teachers and students. It begins with comprehensive documentation in course materials, ensuring that both educators and learners are well-informed about the expected learning objectives. Teachers receive training at the start of each academic year to understand and implement these outcomes effectively.

Regular feedback mechanisms gather insights from teachers and students, facilitating curriculum and teaching strategy improvements. Continuous monitoring and evaluation ensure that the institution remains on track to achieve its educational goals.

Students are made aware of expected outcomes, enabling them to understand the purpose of their education. Support mechanisms are in place to aid struggling students.

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

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

The institution diligently evaluates the attainment of both Programme and course outcomes. This evaluation process is crucial for ensuring that the educational objectives set forth by the institution are met effectively.

For Programme outcomes, the institution assesses the overall achievements of students within a specific academic program. This involves a comprehensive examination of the knowledge, skills, and competencies that students are expected to acquire throughout their course of study. These assessments may include a combination of examinations, projects, presentations, and other evaluative methods.

Similarly, for course outcomes, the institution conducts

assessments to gauge the specific learning outcomes associated with individual courses. This entails evaluating the extent to which students have mastered the material and skills outlined in the course syllabus. The assessments are tailored to align with the unique objectives of each course, providing a detailed understanding of student performance.

The evaluation process is characterized by regularity and thoroughness, allowing the institution to gather meaningful data on the effectiveness of its educational programs. This data informs decision-making processes, enabling the institution to make any necessary adjustments to curriculum, teaching methods, and support services.

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

2.6.3 - Pass percentage of Students during the year

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

703

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

2.7 - Student Satisfaction Survey

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

https://www.bhcollege.ac.in/upload/notice/1696070622.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

3

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

3.2 - Research Publications and Awards

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

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

5

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

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

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

13

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

3.3 - Extension Activities

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

During the academic session, the first half was overshadowed by the COVID-19 lockdown and restrictions, while the latter half

proved to be productive. Here are some key events that took place:

- On January 12, 2022, the NCC unit organized a gardening program led by NCC cadets, with active participation from 50 cadets.

- On May 8, 2022, the NCC unit conducted a Foot Policing Rally, featuring various banners and posters, aimed at raising awareness about women's education and empowerment in the nearby village of the college. A total of 62 cadets participated in the rally.

- An awareness program on Agriculture and Veterinary was conducted in the Seminar Hall at B. H. College, Howly, on February 10, 2022.

- A workshop on Field Testing of Rice Knowledge Bank (RKB) under the Assam Agribusiness and Rural Transformation Project (APART) was organized by Krishi Vigyan Kendra, Barpeta, in collaboration with the Adopted Village Cell at B. H. College, Howly, held in the Seminar Hall on March 29, 2022.

- Awareness programs on Unnat Bharat Abhiyan were organized by the Adopted Village Cell in Raypur Village on July 13, 2022, and in Madulijhar Village on July 16, 2022.

These activities reflect the diverse engagement of the college and NCC unit in community-oriented initiatives throughout the academic session.

File Description	Documents
Paste link for additional information	https://bhcollege.ac.in/cell.php
Upload any additional information	No File Uploaded

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

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

0

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

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

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

6

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

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

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

588

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

3.4 - Collaboration

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

Nil

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

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

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

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

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

knowledge.These laboratories have necessary consumables and nonconsumables which are essential.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.bhcollege.ac.in/gallery.php

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

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

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.bhcollege.ac.in/gallery.php

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

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

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

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

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

23997163

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

4.2 - Library as a Learning Resource

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

B.H. College's library, established in 1966, fosters a culture of reading among students. It has embraced automation through the Integrated Library Management System (ILMS) called KOHA, which handles cataloging and circulation.

The library's webpage, [accessible here](https://www.bhcollege.ac.in/library.php), serves as a hub for information dissemination. It provides updates, notices, reports, previous question papers, and access to subscribed and open-access databases, promoting online reading habits.

E-resources are made available via N-LIST, enabling students, researchers, and faculty to access scholarly content. The N-List link is [here](https://nlist.inflibnet.ac.in/).

Additionally, the library offers Open Access E-Resources (OAE) through its webpage, [found here](https://www.bhcollege.ac.in/oae.php). These resources are freely accessible on the internet without licensing or copyright restrictions.

The library has also developed a digital library module featuring class notes, manuscripts, institutional news, and newsletters. You can explore this resource

[here](https://bhcollege.ac.in/online/dlibrary.php).

B.H. College's library provides a wealth of resources and services for the benefit of its students, researchers, and faculty.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://www.bhcollege.ac.in/library.php

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

A. Any 4 or more of the above

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

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

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

335438.2

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

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

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

103

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

4.3 - IT Infrastructure

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

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

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

4.3.2 - Number of Computers

54

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

4.3.3 - Bandwidth of internet connection in the Institution   **B. 30 - 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

710911

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

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

There exists appropriate mechanism for the maintenance and utilization of physical, academic and support facilities like laboratories, library, sports complex, computers, classrooms etc. There are employees in the college who are given specific assignments for the upkeep of the laboratories. Each year, the necessary ingredients and materials for the laboratories are procured by the concerned departments. Students are informed of the laboratory facilities through notifications and classroom interactions. The Library Management Committee, which includes student members as well, oversees the maintenance and utilization of library facilities. Students are informed of the facilities through the library orientation classes and relevant bill boards kept in the library. The books are purchased by the concerned departments and then deposited in the central library. The Sports Cell of the college along with the Physical

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

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

807

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

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

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

0

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

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

E. none of the above

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

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

0

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

0

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

0

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

B.H. College Students' Council is formed every year through the direct election system. The Lyngdoh Committee recommendations are followed while conducting the election of Students' Council. Various initiatives are taken throughout the year to conduct numerous programs by the council. The Annual Fresher's Social, Lecture programs, Debate and Quiz competitions, Literary competitions and functions, Musical functions, Sports Tournament etc are organised under the initiative of the council. And in conjunction with the aforementioned council organised Health Check-up camps, Green awareness, and Felicitation ofDistinguished students. There is representation of students in various academic/administrative bodies of the college. The IQAC has two student members; the Library Management Committee has four (04) student members. The President and General Secy. of the B.H. College Students' Council are usually given representation in the Disaster Management Cell, Gender Sensitisation Committee against Sexual Harassment, Grievance Redressal Cell, AntiRagging Committee, Canteen Management Committee, the Editorial Board of the B.H. College Magazine and College Election Committee. Whenever the meetings of these cells and committee are held, the student members are invited; they are encouraged to express their views and opinions without favour or fear. It has been observed that the student's often share valuable suggestions on crucial matters and their views are given due to recognition and weight age. The college follows this practice.

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

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

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

0

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

5.4 - Alumni Engagement

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

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

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution fosters unity and integrity by providing

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

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

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

The Institution's organisational structure adheres to the Assam Provincialisation Act and regulations of UGC. Although some decisions cannot be delegated to lower level of hierarchy due to necessary obligations, the institution follows high form of decentralisation on all possible aspects of administrative and academic decision making. There is healthy distinction between the authority and responsibility of the Governing Body and Head of the institution. The authority bestowed upon the Head of the institution is delegated to lower hierarchy wherever possible. To highlight just two practices of decentralisation and participative management would make the collective effort of stakeholders go amiss. In administrative functions, cells/committees such as IQAC, Planning Board, Grievance Redressal Cell to name a few exercised a great level of flexibility in functioning. The Co-ordinator and members of such cell took initiative and addressed their duties/ responsibilities without the command of the Head of the institution albeit always seek consent upon the completion of the work in order to not desecrate the sanctity of chain of command.

File Description	Documents
Paste link for additional information	https://www.bhcollege.ac.in/upload/committee/1657952341.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

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

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

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

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

Body. All the meetings regarding planning and implementation of the policies at any level of the institutional bodies and their respective outcomes are uploaded in the college website.

File Description	Documents
Paste link for additional information	https://www.bhcollege.ac.in/cell.php
Link to Organogram of the Institution webpage	https://www.bhcollege.ac.in/upload/committee/1657952341.pdf
Upload any additional information	**No File Uploaded**

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

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

institution. There are basic amenities available to both teaching and non-teaching staff such as sports and gym facilities, drinking water, adequate parking space and an environment friendly space.

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

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

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

0

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

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

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

1

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

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

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

9

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

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

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

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

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

6.4 - Financial Management and Resource Mobilization

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

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

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

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

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

0

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

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

The funds are mobilised through various sources such as:

1.Grant under section 12 B of UGC

2. Grants under RUSA

3.Grants from the State Government

4. Students' Fees

5. Centre Fees for conducting various exams

6. Projects funded by Research Agencies such as AICTE, UGC, ICSSR, ICSR etc.

7. Donations from Alumni and Philanthropists

Funds received from State government are spent on payment of salary of teaching and non-teaching staff of the College and other activities. Budget is prepared keeping in mind developmental criteria of the College; accordingly provisions are made in the budget, which is prepared by a team of expertsand then approved by Budget Committee, Planning Board in conjunction with Governing Bodybefore the fund is sanctioned. It is then deployed on different Heads of Expenditures inaccordance with approval.The College utilizes its funds in a transparent manner. Grants received from UGC are earmarked for various activities including academic development and infrastructure

growth. Concerned departments/offices of the College usually take care of utilization of UGC grants which are spent on different plan periods under fixed schedule, target and time.

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

6.5 - Internal Quality Assurance System

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

In the 2021-2022 academic session, the Internal Quality Assurance Cell (IQAC) continued its pivotal role in upholding quality standards at the institution. Despite challenges posed by the pandemic, IQAC adapted swiftly, organizing seamless online classes with HoDs and faculty members. As lockdowns eased, a smooth transition to a dual mode of online and offline classes occurred, following strict government SOPs.

IQAC's proactive approach included organizing two successful workshops on online teaching methods, empowering faculty with essential digital skills. The session mandated a dual mode of examinations, efficiently managed by IQAC and the Examination Board, ensuring evaluations proceeded without interruptions.

During a period when the institution served as a quarantine center, IQAC, alongside the administration, meticulously sanitized all spaces, prioritizing the safety of faculty, students, and staff. Furthermore, IQAC facilitated contactless online admissions, ensuring a secure and efficient enrollment process.

Throughout the 2021-2022 session, IQAC's dedication and adaptability were instrumental in maintaining the institution's academic integrity and safety standards.

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

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

The Academic Committee, in collaboration with IQAC, meticulously crafts the academic calendar, aligning it with the timeline set by the affiliating university for the current session's academic milestones. Heads of Departments (HoDs) and faculty members conduct independent syllabus coverage assessments. IQAC facilitates regular meetings for these academic reviews.

Despite a limited number of ICT-enabled classrooms, IQAC ensures equitable allocation for various courses. Faculty members are encouraged to integrate these technological tools extensively into their teaching methods. Additionally, student feedback is collected annually, aiding IQAC in addressing any identified shortcomings. These feedback reports are instrumental in continuous improvement.

Moreover, IQAC collaborates with the Examination Board to maintain continuous internal evaluation through sessional exams, practicals, presentations, and group discussions. This comprehensive approach ensures the institution's commitment to academic excellence and student engagement.

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

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution continues to actively practice gender equity, translating its beliefs into tangible actions. Women's empowerment remains a core focus, evident in the institution's practices during the 2021-22 academic session. Just as in previous years, roles within different cells are assigned based on merit, emphasizing skills and qualifications over gender.

In its commitment to promoting gender equity, the institution recognizes the importance of providing a safe environment for female staff and students. To achieve this, the institution has:

- **Girls' Hostels**: Maintained two girls' hostels with heightened security measures, ensuring the safety and well-being of female residents.

- **Girls' Common Room**: Established a dedicated Girls' Common Room within the college premises, offering a secure space for female students to study and interact.

- **Day Care Center**: Continued to operate a Day Care Center, supporting female faculty members by enabling them to balance professional commitments with family responsibilities effectively.

These initiatives reflect the institution's ongoing dedication to gender equity, creating an inclusive atmosphere where

everyone, regardless of gender, can thrive and contribute effectively.

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

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

C. Any 2 of the above

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

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

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

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

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

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

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

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

E. None of the above

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

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

D. Any 1 of the above

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

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

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

1. Free admission to economically weaker sections.

2. Large number of religious minority students.

3. Arabic, Bodo, Bengali, Assamese, Sanskrit and Hindi departments.

4. Promotion of different cultures in freshers and farewells.

5. Magazines by Arabic, Bodo, Bengali, Assamese, Sanskrit and Hindi departments

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

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

The institution takes orienting the students and employees regarding constitutional obligations very keenly and has actively conducted programs and celeberated commemorative days in this regard. However due to pandemic in the session 2021-22, no such programs were organised. Although republic day and independence day were celebrated within the constraints.

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

7.1.10 - The Institution has a prescribed   `D. Any 1 of the above`

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

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

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

The institution diligently observes various significant days, events, and festivals of both national and international importance. In the past year, these observances included:

- **Republic Day: The institution successfully celebrated Republic Day with a commemorative speech focusing on the constitution and the responsibilities of citizens.**

- **Saraswati Puja: A designated pandal adorned with the idol of Saraswati was set up for the celebration of Saraswati Puja. The rituals were performed by a priest, and students participated by offering their prayers.**

- **National Science Day: Organized by the Science Forum, National Science Day was observed with a speech by various teachers from the science faculty, highlighting strategies to combat Covid-19 infections.**

- **World Environment Day**: Despite Covid restrictions, the faculty commemorated World Environment Day by planting saplings on the college premises, contributing to environmental awareness.

- **Independence Day**: Despite Covid restrictions, on the eve of Independence Day, the Principal delivered a commemorative speech on the Independence Struggle, fostering a sense of patriotism and historical significance.

These observations reflect the institution's commitment to acknowledging and celebrating diverse occasions that hold national and global significance.

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

7.2 - Best Practices

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

Describe at least two institutional best practices: 1. Publication of wall magazine by all departments and competition among the wall magazines brought out by the departments from the science forum. 2. Emphasis on the improvement of cultural sides of the students through training and coaching.

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

7.3 - Institutional Distinctiveness

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

The institutions aim is to provide quality education to all with

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

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Institution ensures effective curriculum delivery through structured processes and faculty expertise. Class routines comply with regulations while allowing time for co-curricular activities. Faculty allocation considers specialization, ensuring expert guidance. The focus is on nurturing learning skills and curiosity through well-developed lesson plans and material use.

Technology integration, with laptops for presentations, enhances class engagement. Student registers monitor attendance and interest. Teacher activity records track class coverage. This comprehensive approach aims for a holistic education, emphasizing knowledge acquisition, skill development, and student engagement, fostering well-rounded individuals.

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

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

The Institution's Academic Calendar aligns with the schedule published by the affiliating University, Gauhati University, at the start of each academic session. It meticulously outlines all working days, holidays, yearly programs, and provides a tentative timeline for Continuous Internal Evaluation (CIE) assessments. This structured calendar ensures that students, faculty, and staff have a clear and organized overview of the academic year, enabling effective planning and coordination of all educational activities. It also helps maintain consistency and compliance with the University's academic schedule, contributing to the smooth functioning of the institution.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**C. Any 2 of the above**

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

1.2 - Academic Flexibility

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

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

07

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

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

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

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

The institution offers diverse UG programs that encompass important topics such as Professional Ethics, Gender Studies, Human Values, Environmental Studies, and Sustainability. These subjects have been thoughtfully included in the curriculum by the affiliating university, Gauhati University. An example is the AECC-2 paper on Environmental Studies in B.A./B.Sc./B.Com. programs. For comprehensive information on individual course details and their coverage of these vital issues, Werecommend referring to Gauhati University's official website, where can find detailed and specific

insights into the content and structure of the courses offered.

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

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

44

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

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

2991

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

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

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

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1210

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

454

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

2.2 - Catering to Student Diversity

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

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

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

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

Number of Students	Number of Teachers
2991	**62**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

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

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

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

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

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

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

2.3.3.1 - Number of mentors

62

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

2.4 - Teacher Profile and Quality

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

62

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

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

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

37

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

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

2.4.3.1 - Total experience of full-time teachers

894

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

2.5 - Evaluation Process and Reforms

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

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

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

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

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

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

2.6 - Student Performance and Learning Outcomes

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

The institution prioritizes clear communication and alignment of stated Programme and course outcomes among teachers and students. It begins with comprehensive documentation in course materials, ensuring that both educators and learners are well-informed about the expected learning objectives. Teachers receive training at the start of each academic year to understand and implement these outcomes effectively.

Regular feedback mechanisms gather insights from teachers and students, facilitating curriculum and teaching strategy improvements. Continuous monitoring and evaluation ensure that the institution remains on track to achieve its educational goals.

Students are made aware of expected outcomes, enabling them to understand the purpose of their education. Support mechanisms are in place to aid struggling students.

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

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

The institution diligently evaluates the attainment of both Programme and course outcomes. This evaluation process is crucial for ensuring that the educational objectives set forth by the institution are met effectively.

For Programme outcomes, the institution assesses the overall achievements of students within a specific academic program. This involves a comprehensive examination of the knowledge, skills, and competencies that students are expected to acquire throughout their course of study. These assessments may include a combination of examinations, projects, presentations, and other evaluative methods.

Similarly, for course outcomes, the institution conducts assessments to gauge the specific learning outcomes associated with individual courses. This entails evaluating the extent to which students have mastered the material and skills outlined in the course syllabus. The assessments are tailored to align with the unique objectives of each course, providing a detailed understanding of student performance.

The evaluation process is characterized by regularity and thoroughness, allowing the institution to gather meaningful data on the effectiveness of its educational programs. This data informs decision-making processes, enabling the institution to make any necessary adjustments to curriculum, teaching methods, and support services.

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

2.6.3 - Pass percentage of Students during the year

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

703

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

2.7 - Student Satisfaction Survey

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

https://www.bhcollege.ac.in/upload/notice/1696070622.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

3

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

3.2 - Research Publications and Awards

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

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

5

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

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

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

13

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

3.3 - Extension Activities

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

During the academic session, the first half was overshadowed by the COVID-19 lockdown and restrictions, while the latter half proved to be productive. Here are some key events that took place:

- On January 12, 2022, the NCC unit organized a gardening program led by NCC cadets, with active participation from 50 cadets.

- On May 8, 2022, the NCC unit conducted a Foot Policing Rally, featuring various banners and posters, aimed at raising awareness about women's education and empowerment in the nearby village of the college. A total of 62 cadets participated in the rally.

- An awareness program on Agriculture and Veterinary was conducted in the Seminar Hall at B. H. College, Howly, on February 10, 2022.

- A workshop on Field Testing of Rice Knowledge Bank (RKB) under the Assam Agribusiness and Rural Transformation Project (APART) was organized by Krishi Vigyan Kendra, Barpeta, in collaboration with the Adopted Village Cell at B. H. College, Howly, held in the Seminar Hall on March 29, 2022.

- Awareness programs on Unnat Bharat Abhiyan were organized by the Adopted Village Cell in Raypur Village on July 13, 2022, and in Madulijhar Village on July 16, 2022.

These activities reflect the diverse engagement of the college and NCC unit in community-oriented initiatives throughout the academic session.

File Description	Documents
Paste link for additional information	https://bhcollege.ac.in/cell.php
Upload any additional information	**No File Uploaded**

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

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

0

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

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

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

6

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

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

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

588

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

3.4 - Collaboration

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

Nil

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

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

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

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.bhcollege.ac.in/gallery.php

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

The institution has three playgrounds where students can take

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

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.bhcollege.ac.in/gallery.php

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

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

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

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

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

23997163

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

4.2 - Library as a Learning Resource

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

B.H. College's library, established in 1966, fosters a culture of reading among students. It has embraced automation through the Integrated Library Management System (ILMS) called KOHA, which handles cataloging and circulation.

The library's webpage, [accessible here](https://www.bhcollege.ac.in/library.php), serves as a hub for information dissemination. It provides updates, notices, reports, previous question papers, and access to subscribed and open-access databases, promoting online reading habits.

E-resources are made available via N-LIST, enabling students, researchers, and faculty to access scholarly content. The N-List link is [here](https://nlist.inflibnet.ac.in/).

Additionally, the library offers Open Access E-Resources (OAE) through its webpage, [found here](https://www.bhcollege.ac.in/oae.php). These resources are freely accessible on the internet without licensing or copyright restrictions.

The library has also developed a digital library module featuring class notes, manuscripts, institutional news, and newsletters. You can explore this resource [here](https://bhcollege.ac.in/online/dlibrary.php).

B.H. College's library provides a wealth of resources and services for the benefit of its students, researchers, and faculty.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://www.bhcollege.ac.in/library.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

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

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

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

335438.2

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

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

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

103

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

4.3 - IT Infrastructure

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

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

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

4.3.2 - Number of Computers

54

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

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

710911

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

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

There exists appropriate mechanism for the maintenance and utilization of physical, academic and support facilities like laboratories, library, sports complex, computers, classrooms etc. There are employees in the college who are given specific assignments for the upkeep of the laboratories. Each year, the necessary ingredients and materials for the laboratories are procured by the concerned departments. Students are informed of the laboratory facilities through notifications and classroom interactions. The Library Management Committee, which includes student members as well, oversees the maintenance and utilization of library facilities. Students are informed of the facilities through the library orientation classes and relevant bill boards kept in the library. The books are purchased by the concerned departments and then deposited in the central library. The Sports Cell of the college along with the Physical Instructor of college maintains and utilizes the sports facilities. There is budgetary provision for the purchase of sports goods from time to time. Similarly there are assigned employees in the college for the physical upkeep and maintenance of the classrooms and computers. Students are informed of these facilities through notices, notice boards and other

notifications issued from time to time.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

807

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

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

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

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**E. none of the above**

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

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

0

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

0

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**A. All of the above**

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

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

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

0

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

0

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

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

B.H. College Students' Council is formed every year through the direct election system. The Lyngdoh Committee recommendations are followed while conducting the election of Students' Council. Various initiatives are taken throughout the year to conduct numerous programs by the council. The Annual Fresher's Social, Lecture programs, Debate and Quiz competitions, Literary competitions and functions, Musical functions, Sports Tournament etc are organised under the initiative of the council. And in conjunction with the aforementioned council organised Health Check-up camps, Green awareness, and Felicitation ofDistinguished students. There is representation of students in various academic/administrative bodies of the college. The IQAC has two student members; the Library Management Committee has four (04) student members. The President and General Secy. of the B.H. College Students' Council are usually given representation in the Disaster Management Cell, Gender Sensitisation Committee against Sexual Harassment, Grievance Redressal Cell, AntiRagging Committee, Canteen Management Committee, the Editorial Board of the B.H. College Magazine and College Election Committee. Whenever the meetings of these cells and committee are held, the student members are invited; they are encouraged to express their views and opinions without favour or fear. It has been observed that the student's often share valuable suggestions on crucial matters and their views are given due to recognition and weight age. The college follows this practice.

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

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

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

0

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

5.4 - Alumni Engagement

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

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

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution fosters unity and integrity by providing

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

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

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

The Institution's organisational structure adheres to the Assam Provincialisation Act and regulations of UGC. Although some decisions cannot be delegated to lower level of hierarchy due to necessary obligations, the institution follows high form of decentralisation on all possible aspects of administrative and academic decision making. There is healthy distinction between the authority and responsibility of the Governing Body and Head of the institution. The authority bestowed upon the Head of the institution is delegated to lower hierarchy wherever possible. To highlight just two practices of decentralisation and participative management would make the collective effort of stakeholders go amiss. In administrative functions, cells/committees such as IQAC, Planning Board, Grievance Redressal Cell to name a few exercised a great level of flexibility in functioning. The Co-ordinator and members of such cell took initiative and addressed their duties/ responsibilities without the command of the Head of the institution albeit always seek consent upon the completion of the work in order to not desecrate the sanctity of chain of command.

File Description	Documents
Paste link for additional information	https://www.bhcollege.ac.in/upload/committee/1657952341.pdf
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

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

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

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

Every institutional cells and committees are mandated to maintain registers for recording their activities. The respective cells are required to inform the IQAC and the pricnicpal's office about their plans, their implementation and outcomes. While most of the day to day policies are handled by the Principal, Heads of the Department and Convenors of cells/committees, some of the policies (such as

budget allocation, infrastructure augmentation, appointments of Teaching/Non-Teaching staff etc.) are planned by the Governing Body. All the meetings regarding planning and implementation of the policies at any level of the institutional bodies and their respective outcomes are uploaded in the college website.

File Description	Documents
Paste link for additional information	https://www.bhcollege.ac.in/cell.php
Link to Organogram of the Institution webpage	https://www.bhcollege.ac.in/upload/committee/1657952341.pdf
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

The welfare measures for the teaching and non-teaching staff are adequate and effective. There is a day care cum creche for female teaching and non-teaching staffs which also serves as a female only resting space too. The teaching and non-teaching staff were provided with covid vaccination with the help of the state government. Free medical checkups are organised from time to time, which isn't just limited to

students but the teaching and non-teaching staffs are also extended the benefit of the same. The earned leaves in addition to other admissible leaves are granted according to the needs of the teaching and nonteaching staffs without hampering the day-to-day work of the institution. There are basic amenities available to both teaching and non-teaching staff such as sports and gym facilities, drinking water, adequate parking space and an environment friendly space.

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

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

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

0

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

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

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

1

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

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

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

9

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

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

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

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

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

6.4 - Financial Management and Resource Mobilization

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

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

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

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

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

0

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

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

The funds are mobilised through various sources such as:

1.Grant under section 12 B of UGC

2. Grants under RUSA

3.Grants from the State Government

4. Students' Fees

5. Centre Fees for conducting various exams

6. Projects funded by Research Agencies such as AICTE, UGC, ICSSR, ICSR etc.

7. Donations from Alumni and Philanthropists

Funds received from State government are spent on payment of salary of teaching and non-teaching staff of the College and other activities. Budget is prepared keeping in mind developmental criteria of the College; accordingly provisions are made in the budget, which is prepared by a team of expertsand then approved by Budget Committee, Planning Board in conjunction with Governing Bodybefore the fund is sanctioned. It is then deployed on different Heads of Expenditures inaccordance with approval.The College utilizes its funds in a transparent manner. Grants received from UGC

are earmarked for various activities including academic development and infrastructure growth. Concerned departments/offices of the College usually take care of utilization of UGC grants which are spent on different plan periods under fixed schedule, target and time.

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

6.5 - Internal Quality Assurance System

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

In the 2021-2022 academic session, the Internal Quality Assurance Cell (IQAC) continued its pivotal role in upholding quality standards at the institution. Despite challenges posed by the pandemic, IQAC adapted swiftly, organizing seamless online classes with HoDs and faculty members. As lockdowns eased, a smooth transition to a dual mode of online and offline classes occurred, following strict government SOPs.

IQAC's proactive approach included organizing two successful workshops on online teaching methods, empowering faculty with essential digital skills. The session mandated a dual mode of examinations, efficiently managed by IQAC and the Examination Board, ensuring evaluations proceeded without interruptions.

During a period when the institution served as a quarantine center, IQAC, alongside the administration, meticulously sanitized all spaces, prioritizing the safety of faculty, students, and staff. Furthermore, IQAC facilitated contactless online admissions, ensuring a secure and efficient enrollment process.

Throughout the 2021-2022 session, IQAC's dedication and adaptability were instrumental in maintaining the institution's academic integrity and safety standards.

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

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

The Academic Committee, in collaboration with IQAC, meticulously crafts the academic calendar, aligning it with the timeline set by the affiliating university for the current session's academic milestones. Heads of Departments (HoDs) and faculty members conduct independent syllabus coverage assessments. IQAC facilitates regular meetings for these academic reviews.

Despite a limited number of ICT-enabled classrooms, IQAC ensures equitable allocation for various courses. Faculty members are encouraged to integrate these technological tools extensively into their teaching methods. Additionally, student feedback is collected annually, aiding IQAC in addressing any identified shortcomings. These feedback reports are instrumental in continuous improvement.

Moreover, IQAC collaborates with the Examination Board to maintain continuous internal evaluation through sessional exams, practicals, presentations, and group discussions. This comprehensive approach ensures the institution's commitment to academic excellence and student engagement.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)	**B. Any 3 of the above**

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

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution continues to actively practice gender equity, translating its beliefs into tangible actions. Women's empowerment remains a core focus, evident in the institution's practices during the 2021-22 academic session. Just as in previous years, roles within different cells are assigned based on merit, emphasizing skills and qualifications over gender.

In its commitment to promoting gender equity, the institution recognizes the importance of providing a safe environment for female staff and students. To achieve this, the institution has:

- **Girls' Hostels**: Maintained two girls' hostels with heightened security measures, ensuring the safety and well-being of female residents.

- **Girls' Common Room**: Established a dedicated Girls' Common Room within the college premises, offering a secure space for female students to study and interact.

- **Day Care Center**: Continued to operate a Day Care Center, supporting female faculty members by enabling them to balance professional commitments with family responsibilities effectively.

These initiatives reflect the institution's ongoing dedication to gender equity, creating an inclusive atmosphere where everyone, regardless of gender, can thrive and contribute effectively.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

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

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

Solid wastes are collected in the dustbins which are provided in the college and the sweepers then take the collected waste to the local dumping sites. While the college doesn't have any water treatment facility, the liquid wastes from washing hands etc are collected in the pond through the drainage

system. The institution has no Biomedical wastes.

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

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

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**B. Any 3 of the above**

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**E. None of the above**

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

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

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

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

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

1. Free admission to economically weaker sections.

2. Large number of religious minority students.

3. Arabic, Bodo, Bengali, Assamese, Sanskrit and Hindi departments.

4. Promotion of different cultures in freshers and farewells.

5. Magazines by Arabic, Bodo, Bengali, Assamese, Sanskrit and Hindi departments

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

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

The institution takes orienting the students and employees

regarding constitutional obligations very keenly and has actively conducted programs and celeberated commemorative days in this regard. However due to pandemic in the session 2021-22, no such programs were organised. Although republic day and independence day were celebrated within the constraints.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**D. Any 1 of the above**

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

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

The institution diligently observes various significant days, events, and festivals of both national and international importance. In the past year, these observances included:

- **Republic Day**: The institution successfully celebrated Republic Day with a commemorative speech focusing on the constitution and the responsibilities of citizens.

- **Saraswati Puja**: A designated pandal adorned with the idol of Saraswati was set up for the celebration of Saraswati Puja. The rituals were performed by a priest, and students participated by offering their prayers.

- **National Science Day**: Organized by the Science Forum, National Science Day was observed with a speech by various teachers from the science faculty, highlighting strategies to combat Covid-19 infections.

- **World Environment Day**: Despite Covid restrictions, the faculty commemorated World Environment Day by planting saplings on the college premises, contributing to environmental awareness.

- **Independence Day**: Despite Covid restrictions, on the eve of Independence Day, the Principal delivered a commemorative speech on the Independence Struggle, fostering a sense of patriotism and historical significance.

These observations reflect the institution's commitment to acknowledging and celebrating diverse occasions that hold national and global significance.

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

7.2 - Best Practices

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

NAAC format provided in the Manual.

Describe at least two institutional best practices: 1. Publication of wall magazine by all departments and competition among the wall magazines brought out by the departments from the science forum. 2. Emphasis on the improvement of cultural sides of the students through training and coaching.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

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

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

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

7.3.2 - Plan of action for the next academic year

1. **Digital Learning Integration:**
   - **Enhance the institution's digital infrastructure to support online and blended learning methods.**

- Provide comprehensive training to faculty members for effective online teaching and learning.
2. Student Support Enhancement:
   - Strengthen academic support services, including tutoring, counseling, and academic advising, to improve student success and well-being.
3. Faculty Development:
   - Invest in faculty development programs, workshops, and seminars to keep educators updated with the latest teaching methodologies and research.
   - Recognize and reward outstanding faculty contributions to teaching, research, and service.
4. Infrastructure Upgrades:
   - Prioritize the maintenance and improvement of physical infrastructure, including classrooms, laboratories, libraries, and sports facilities.
   - Expand the availability of digital resources, e-libraries, and e-learning platforms to support academic activities.
5. Community Engagement:
   - Encourage students and faculty to actively participate in community service and outreach programs, fostering positive relationships with the local community.