

# SELF STUDY REPORT

SUBMITTED TO

NATIONAL ACCREDITATION AND ASSESSMENT COUNCIL  
(NAAC)

P. O. Box No. 1075, Nagarbhavi,  
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FOR

2<sup>ND</sup> CYCLE ASSESSMENT AND ACCREDITATION



BIJNI COLLEGE, BIJNI

P.O. – BIJNI, DIST – CHIRANG (ASSAM)

PIN – 783390

2016

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**Post Accreditation initiative towards fulfilment of the suggestions by the Peer Team in 2004**

Sl. No.	Suggestions by the Peer Team	Compliance
1	The college may explore the possibility of introducing vocational course like Food processing Horticulture, Garment Manufacture, and Modern Agriculture Modern Office practice, Home Economics, Diet and Nutrition, Tourism Management etc. so as to provide self employment as well as job opportunities in private and public sectors.	A) From 2004 to 2013 the college has run Functional English as a Vocational course. B) At present the college is running a three month certificate course on skill development (Computer Hardware, Plumbing, and Electrician).
2	The Science stream of the college needs to be set on a proper footing. UGC recognition under section 12 (B) should be sought.	A) The Science stream of the college now enjoys UGC recognition under section 12(B) and 2(f) status. In fact the faculty have been Provincialised by the state government on 01-01-2013.
3	The self appraisal and other appraisal mechanise of teachers need to be effectively implemented.	A) The Annual Performance Self Appraisal of the teachers are collected to ensure accountability. B) Students feedback on teachers performance are collected, analyzed and findings reported to the principal for necessary action
4	Students' feedbacks on teaching and college facilities need to be regularly collected through questionnaires.	A) Students' feedback on teaching and college facilities are regularly collected, analyzed and findings reported to the Principal for necessary action. B) Feed backs from the alumni and parents regarding teaching and college facilities are also collected, analyzed and findings reported to the Principal for follow-up action.
5	Distinguished personalities from different spheres of the society may be invited to address and interact with the students and teachers to create motivation for research.	Yangse Thongshe Dorjee, the Sahitya academy award winner from Arunachal Pradesh was invited to the college to interact with the students and teachers. The following distinguished academicians and research guides were also invited to the college campus to interact with the teachers and students to create motivation for research. Dr. Umesh Deka, Director, Gauhati University N.E Study Centre.

		<p>Prof. (Dr.) Bikash Ray, V.C. i/c, Gour Banga University, West engali</p> <p>Dr. Shekhar Ganguli, Senior Officer Civil Defence, West Bengal.</p> <p>Dr. Dipak Kr. Ray, University of North Bengal, West Bengal</p> <p>Dr. Prabin Ch. Das, Gauhati University</p> <p>Dr. Anil Boro, Gauhati University</p> <p>Dr. Bhibha Bharali, Gauhati University</p> <p>Dr. Charnaprava Chainary, Gauhati University</p> <p>Dr. Phukan Basumatary, Bodoland University</p> <p>Prof. S. R. Mandal, Head Department of Anthropology, University of North Bengal, West Bengal</p> <p>Prof. Sib Ranjan Misra, Visva Bharati, Member UPSC</p>
6	<p>Teachers should undertake Research Project in collaboration with ICSSR, ICHR, CHL, CSIR, and UGC so as to upgrade the college's human resources which will help to provide quality education.</p>	<p>A) So far six teachers of our college has received UGC sponsorship for the implementation of their Minor Research Project.</p> <p>B) From 2004 altogether 8(eight) teachers of the college have been awarded with Ph.D.</p> <p>C) 12 (twelve) teachers have completed M. Phil programmes.</p> <p>D) 07 (seven) teachers are undergoing research for their Ph.D.</p>
7	<p>The college should capitalize on its location in an area rich in local history and culture by making an effort to preserve and record the cultural heritage of the district.</p>	<p>A) The Economics department of the college is trying to preserve and record cultural heritage of the district by maintaining a self to contain artifacts of Historical and Cultural significance.</p>

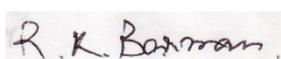
### Preface

The NAAC Peer Team visit to the college in 2004 to assess and accredit the institution provided the college authority its first opportunity to be aware of its area of concern and the steps it needs to take up to address the same. While awarding the grade to the institution the Peer Team also took the pain to leave behind a number of suggestions for the improvement of its curricular, co curricular and extracurricular activities. Since that visit the college has been putting in all its efforts to carry out all of them. But on account of many different reasons the institution can claim only to have partially complied with them. A short account of those post accreditation initiatives has been attached with the present SSR for your kind knowledge and information.

The authority of the college is very much aware of the fact that every accreditation comes with a validity period of 5 years only and so the institution had to apply for the 2<sup>nd</sup> cycle of A&A in 2009. But we regret to say that despite the timely formation of the IQAC in the college and submission of all the AQAR the college could not apply for the 2<sup>nd</sup> cycle of A&A by NAAC in time.

The Self-Study Report prepared by the steering committee of IQAC covers all the questions in the 7(seven) criteria given by NAAC for preparation and presentation of the institutional SSR to be submitted for A&A to NAAC.

As the head of the institution and the Coordinator, IQAC we consider this our privilege to submit this SSR to NAAC for the 2<sup>nd</sup> cycle of A&A of Bijni College. We eagerly wait for the visit of the Peer Team to our college for assessment and accreditation of our college.



Mr. Ranjit Kumar Barman.  
Coordinator, IQAC  
Bijni College, Bijni



Dr. Birhash Giri Basumatary  
Principal  
Bijni College, Bijni

### Executive summery

Established on 21<sup>st</sup> July 1969, Bijni College has completed long 46 years serving higher education to thousands of aspiring youths of these vast tribal areas of Bijni. For all these years the institution has always remained doggedly committed to its vision, mission and objectives. The institution rests on the firm belief that real education is about fostering holistic development of the personality of its students .It aims to make them educated, responsible and employable.

Till the year 1994 the college was running with the Degree Arts and Higher Secondary sections only. But in the Silver jubilee year of its coming into existence in 1994 the Science section was started adding 5 more departments to the already existing 9 departments of Arts section and a new stream. The college has now 59 no. of faculty teaching a total of 1844 no. degree students and 470 no. H. S. students.

In view of the increase in the number of students in almost all the departments over the years the college authority has been trying its utmost to collect funds from various sources e.g. UGC, State govt. Funds from local MLA & MP, BTAD administration to build or extend infrastructural facilities to suitably accommodate all of them. Bearing a testimony to the fruits of efforts made in that direction is the fact that currently all the 14 departments of the college are offering Major courses. In addition to the conventional courses, Functional English - a new elective cum vocational course was introduced in the year 2009 and run up to the year 2013 with financial assistance from UGC. Recently a free three months certificate course has been introduced in the college on computer hardware, plumbing and electrician.

Since the time the college has been assessed and accredited in 2004 the student and faculty support services have been augmented to a great deal. One (1) RCC girls hostel, one (1) girls' common room , one (1) boys common room, gymnasium hall, one (1) auditorium, one (1) cycle stand, one (1) office space for NSS, one (1) office space for Women Awareness Cell, library automation , more space for library reading room, new canteen , one ICT cum language lab, two (2) smart room classes fitted with projectors, computers and smart boards, one(1) conference hall, ten (10) rooms for various departments, new office space, new office of the Principal, new office of the Vice-Principal, new teachers' common room, nine (9) new classrooms, eight (8) new toilets have been added to the existing infrastructure of the college.

The dates and relevant information regarding the process of admission in the college are duly publicised in the college notice board, college website and the admission prospectus of the college. While the college complies with the reservation policy of the state govt. the admission policy of the college is primarily based on merit.

Trying to give a new impetus to the ongoing activities for the holistic development of the students, the college has been organizing more curricular, co-curricular and extra-curricular activities. Students of major classes of all the departments are being taught the methodology and power point preparation and presentation of seminar paper in the departmental seminars-an activity made compulsory for all major students. The different cells and committees under IQAC are initiating activities with the objectives of creating leadership qualities in the students and make them socially responsible citizen. Activities to discharge the institutional social

responsibility are being regularly organized by the Extension activity cell and the NSS, Bijni college unit with wholehearted participation of the students. Career counselling and guidance cell is organising various programmes and activities to further the career prospects of the aspiring students. The IQAC on its part is constantly monitoring the teaching learning situation and initiating things to bring change and infuse quality into various system, process and procedures for the benefits of all the institutional stakeholders. The parents and alumni are being contacted and feedback on various aspects of the college taken from them to further improve the services of the institution. Regarding implementation of the given curriculum the departments are approaching the whole task by preparing lesson plan on the unitized part and distributing the same in the classes before they actually start the topics. Regarding internal assessment class tests, sessional tests, seminar, group discussions, and quizzes etc. are held throughout the sessions. For the benefit of the slow learners remedial and tutorial classes are held by each of the departments. The teachers note down all their classroom activities in the academic diary provided to them by the college authority.

To enhance accountability of the teachers, the teachers are directed to submit their individual annual performance self-appraisal report to the Principal. Besides this the Vice-Principal also takes stock of the course coverage by inviting the departmental heads to go for class review twice in a session-midterm review and end term review and submitting the same to him to initiate corrective measure if and whenever necessary.

The teachers are requested by the IQAC to conduct classes in the smart rooms provided for the purpose of integrating technology with education.

To generate and bolster the creative and literary talent of the students while the college publishes an annual magazine each department also comes up with its own annual wall magazine. In addition the college organizes various programmes wherein the desiring students can showcase and sharpen his/her creative talent amply.

The college has a big playground of its own. Each year various sports and athletics competitions are held to provide opportunity to the students to showcase their sporting talents. The best ones amongst them are sent to represent the college at the Inter-college or University level competitions every year. To boost up the sporting spirit of the students the college took upon the responsibility of holding the 2015 Inter-college Football tournament of Gauhati University in Bijni College.

The college authority is providing the teachers every support they require to undertake research. As a result of such encouragement from the college authority a good number of teachers have acquired Ph D and M Phil and some more have registered for the same.

The various departments of the college are regularly organising National Seminar to provide the teachers a platform to present their research papers and interact with their peers.

### S. W.O.C. Analysis

#### Strength

1. The college has in its possession large swath of land for its future infrastructural development.
2. The student community of the college consists of members from almost all social and economic groups - (a) general (b) scheduled tribes (c) scheduled caste (d) other backward castes as well as students from minority community giving the institution an all inclusive platform of learning.
3. It is the only institution of higher learning in the whole district of Chirang providing degree in science.
4. The number of candidates applying for admission in it is increasing every year.
5. A few departments in the college are in a position to open P G classes.
6. Although the college is situated in a subdivision town most of its students come from the vast rural areas surrounding it making the campus a healthy mixture of students from different socio economic background.
7. The ratio between girl and boys is almost 1:1.2 in the institution enabling it to play a vital role in women empowerment.
8. The college provides for its students all the necessary support services they require in order to pursue their education-(a) Canteen (b) Hostel Facilities for both Girls and Boys (c) Library (f) ICT facilities (d) Proper Playground (e) Gymnasium (f) Auditorium (g) Smart Room Classes (h) NSS.
9. To provide for the protection of all its students, staffs and faculty the college has various grievances redressal mechanism in the form of (a) Grievances Redressal Committee (b) Prevention of Sexual Harassment Cell (c) Anti Ragging Committee etc.
10. The college has a Career Guidance and Counseling Cell in it to provide counseling and training to the desiring students to enhance their employability in the job market as well as in helping them in going for higher education.
11. In addition to the curriculum given by the affiliating university the college provides certain lessons to the students on the use of technology and methodology to be followed in preparing a paper for publication in an academic journal or for presentation in a seminar.
12. There is a women cell functioning in the college to take care of the interests of its women students by organizing various sensitization programmes on issues relevant for them and also by bringing out an annual journal highlighting women specific topics and issues.
13. The college provides for its students a library full of important text and reference books along with the provision of a book bank facility for poor students.
14. An ICT centre cum language lab consisting of 20 computers with internet connectivity exists in the college campus for the use of the students, teachers and the administrative staffs.
15. The college provides free skill training to the current ST and SC students as well as its alumni and provides them with certificates thereby widening their career options.
16. To develop leadership qualities and encourage participation in the diverse activities of the college the college provides for its students a platform namely BIJNI COLLEGE

STUDENTS' UNION whose members are elected to the office by the students themselves.

17. The college follows a transparent admission process which is fully based on merit and the constitutional and govt. directives on seat reservation of certain castes and communities in educational institutions.
18. The college provides free access to any information regarding its admission policy, fee structure, faculty position and availability of subjects, support services and facilities available for its students, accommodation facilities in its hostels, rules and regulations for its students by publishing all these information in the college website, admission prospectus and various notices served from time to time.
19. The college authority ensures full implementation of the curriculum by the various departments by going through a process of Internal Academic Audit.
20. The college in its endeavor to constantly improve the quality of its services follows the practice of taking feedback on the performances of the teachers, its various facilities and support services not only from the students but also from the parents and alumni. These feedbacks are analyzed and then the findings are used to qualitatively improve the teaching learning situation.
21. The faculty and departments keep close touch with their respective students creating an enabling environment in which the learners feel no inhibition in approaching the faculty for any reason.
22. The college runs 2 (Two) Centers of Open University. The Krishna Kanta Handique State Open University offers BPP, B.A., M. A., D. El. Ed courses and the Institute of Distance and Open Learning under G.U. offers M.A. and M.Sc. courses. The Krishna Kanta Handique State Open University also provides skill development courses for its students.

#### **Weaknesses**

1. The college does not have adequate infrastructure to meet the requirement of growing number of students and courses.
2. The college has not been able to provide academic flexibility/options to its aspiring students. It is only providing degrees in the conventional subjects.
3. The college does not have an NCC in it.
4. Most of the departments are suffering from shortage of permanent teachers. The administration is trying to compensate for the shortage by recruiting temporary teachers on paltry sum.
5. The college lacks funds to build office spaces for the various cells and committees working in it.
6. The college has not been able yet to provide adequate office spaces for the 2 (two) open university it is running currently at its campus.
7. The college is yet to construct an indoor and an outdoor stadium to conduct its sports activities.
8. The college gymnasium is yet to be equipped with a number of important instruments for athletes and sportspersons.
9. The vast area of land in possession of the college is yet to be secured with proper concrete boundary wall.

10. The departments suffer from space crunch and are not in a position to conduct many departmental activities in ways they wish to.
11. Considering the number of the users the number of computers in the college is very less.
12. The administration is yet to be fully computerized for the purpose of records and documentation of data and files pertaining to the students, teachers and staffs making process and procedures of most of its actions and reactions a little cumbersome and belated.
13. The college has not been able to properly utilize the large pond existing in its backyards for its academic purpose.
14. The college does not have a mechanism to establish proper collaborative relations with the industry yet to benefit the future prospects of its students.
15. The college is yet to implement a major research project funded by the UGC or any other funding agency.
16. The college does not have a digital library.

### **Opportunity**

1. Considering the huge number of aspirants for post-graduation and limited intake capacity in the neighboring universities the college can open PG classes in some of its departments.
2. Since the vast majority of the students come from rural background the college can open skill based and other professional courses to provide wider options of employability to its students.

### **Challenges**

1. Frequent 'Bandh' calls given by various organizations of the state disrupt classes in the college for a significant number of days of a year.
2. The percentage of truly meritorious and academically inclined students taking admission in the college is diminishing gradually.
3. The youths now a day are more interested in pursuing skill based and professional courses rather than the kind of conventional courses run by the college.
4. The state government has not granted for several years new teacher' post to accommodate the new teachers recruited to meet the requirement arising out of the growing number of students.
5. The interest of the students in sports and games is slowly decreasing leading to a lackluster performance of the participants in the annual college week.

**Section B : Preparation of Self-Study Report**

**1. Profile of the Affiliated / Constituent College**

1. Name and Address of the College:

Name :	Bijni College.	
Address :	Bijni Town, P.O.- Bijni, District – Chirang, (B.T.A.D.)	
City : Bijni	Pin : 783390	State : Assam
Website :	www.bijnicollege.ac.in	

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Birhash Giri Basumatary	O: 03664-284625 R:	9435023057		principal@bijnicollege.ac.in
Vice Principal	Dr. Pramathesh Bayan.	O: R:	9435120969		byan.pb@gmail.com
Steering Committee Co-ordinator	Ranjit Kumar Barman.	O: 03664-284165 R:	9435120325		iqac@bijnicollege.ac.in

3. Status of the Institution:

Affiliated College

Constituent College

Any other (specify)

4. Type of Institution:

a. By Gender

i. For Men

ii. For Women

iii. Co-education

b. By Shift

i. Regular

ii. Day

iii. Evening

5. It is a recognized minority institution?

Yes

No

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

6. Sources of funding:

Government

Grant-in-aid

Self-financing

Any other

7. a. Date of establishment of the college: 21-07-1969

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	04-1980	
ii. 12 (B)	20-03-2007	

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

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

Under Section/ clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.	N/A			
ii.	N/A			
iii.	N/A			
iv.	N/A			

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes

No

If yes, has the College applied for availing the autonomous status?

Yes

No

9. Is the college recognized?

a. by UGC as a College with Potential for Excellence (CPE)?

Yes

No

If yes, date of recognition: ..... (Dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes

No

If yes, Name of the agency ..... and

Date of recognition: ..... (Dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	Urban, Tribal
Campus area in sq. mts.	121406 sq. mts.
Built up area in sq. mts.	25,494 sq. mts.

(\* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

• Auditorium/seminar complex with infrastructural facilities –

• Sports facilities

\* Play ground -

\* Swimming pool -

\* Gymnasium -

• Hostel

\* Boys' hostel

Number of hostels

i. Number of inmates

iii. Facilities (mention available facilities)

- Three seater rooms, dining hall, purified drinking water, news paper, T.V. carom board, volleyball, chess etc.

\* Girls' hostel

i. Number of hostels

ii. Number of inmates

iii. Facilities (mention available facilities)

- Security, two seater rooms, dining hall, purified drinking water, news paper, T.V. carom board, volleyball, chess etc.

\* Working women's hostel

i. Number of inmates

ii. Facilities (mention available facilities)

- Residential facilities for teaching and non-teaching staff (give numbers available — cadre wise)
  - Hostel Warden - 01
  - Night Chowkider - 01
- Cafeteria — - 01
- Health centre -- Yes, First aid only

Inpatient, Outpatient, Emergency care facility, Ambulance..... Health centre staff –

Qualified doctor	Full time	<input type="text"/>	Part time	<input type="text"/>
Qualified Nurse	Full time	<input type="text"/>	Part time	<input type="text"/>

- Facilities like banking, post office, book shops
- Transport facilities to cater to the needs of students and staff
  - Two hundred bicycle for students.
- Animal house
- Biological waste disposal - Yes.
- Generator or other facility for management/regulation of electricity and voltage
  - 02 generator(1 big and 1 small)
  - 8 Inverter
  - 01 online UPS
- Solid waste management facility - Yes.
- Waste water management - yes
- Water harvesting - Yes.

12. Details of programmes offered by the college (Give data for current academic year)

SI. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	BA/B.Sc.	3 yrs.	H.S.	English & Assamese	600 in Arts & 180 in Science	571 (Arts) 171 (Science)
	Post-Graduate						
	Integrated Programmes PG						
	Ph.D.						
	M.Phil.						
	Ph.D						

	Certificate courses	Three months skill development course on computer hardware	3 months	HSLC	English/ Assamese	50	50
	UG Diploma						
	PG Diploma						
	Any Other (specify and provide details)						

13. Does the college offer self-financed Programmes?

Yes  No

If yes, how many?

14. New programmes introduced in the college during the last five years if any?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	<input type="text"/>
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15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments (eg. Physics, Botany, History)	UG	PG	Research
Science	Physics, Chemistry, Mathematics, Botany, Zoology	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts	Economics, Education, History, Philosophy, Political Science,	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commerce		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any Other (Specify)	Environmental Studies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com...)

a. annual system

- b. semester system
- c. trimester system

17. Number of Programmes with

- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach
- c. Any other (specify and provide details)

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes  No

If yes,

- a. Year of Introduction of the programme(s)..... (dd/mm/yyyy)  
and number of batches that completed the programme b.

NCTE recognition details (if applicable)

Notification No.: .....

Date: ..... (dd/mm/yyyy)

Validity:.....

- c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes  No

19. Does the college offer UG or PG programme in Physical Education?

Yes  No

If yes,

- a. Year of Introduction of the programme(s)..... (dd/mm/yyyy)  
and number of batches that completed the programme b.

NCTE recognition details (if applicable)

Notification No.: .....

Date: ..... (dd/mm/yyyy)

Validity:.....

- c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes  No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F				
Sanctioned by the UGC / University / State Government <i>Recruited</i>			07	03	12	12	10	02	04	0
<i>Yet to recruit</i>					04		03			
Sanctioned by the Management/ society or other authorized bodies <i>Recruited</i>					06	11	02	02	06	0
<i>Yet to recruit</i>					05					

\*M-Male \*F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.			01	0	03	02	06
M.Phil.			02	0	11	08	21
PG			07	03	12	12	34
Temporary teachers							
Ph.D.					0	01	01
M.Phil.					0	0	
PG					06	11	17
Part-time teachers							
Ph.D.							
M.Phil.							
PG							

22. Number of Visiting Faculty /Guest Faculty engaged with the College. Nil

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 1		Year 2		Year 3		Year 4	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	37	21	45	28	120	19	154	76
ST	115	114	143	170	137	151	341	402
OBC	96	75	116	62	108	106	298	250

General	36	27	44	27	35	35	127	96
Others								

24. Details on students enrolment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	1831				1831
Students from other states of India					
NRI students					
Foreign students					
Total	1831				1831

25. Dropout rate in UG and PG (average of the last two batches)

UG  PG

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) Including the salary component

**Rs. 24450/-**

(b) Excluding the salary component

**Rs. 749/-**

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes  No

If yes,

a) Is it a registered centre for offering distance education programmes of another University

Yes  No

b) Name of the University which has granted such registration.

- Krishna Kanta Handique State Open University.
- Institute of Distance and Open Learning, Gauhati University.

c) Number of programmes offered

- KKHSOU – BPP, BA, MA, D. El. Ed.(Total – 04)
- IDOL – M.A., M. Sc. (Total – 02)

d) Programmes carry the recognition of the Distance Education Council.

Yes  No

28. Provide Teacher-student ratio for each of the programme/course offered

B.A. - 1:34

B. Sc. - 1:15.

29. Is the college applying for

Accreditation: Cycle 1  Cycle 2  Cycle 3  Cycle 4

Re-Assessment:

*(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re- accreditation)*

30. Date of accreditation\* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: 16-09-2004 (Dd/mm/yyyy) Accreditation Outcome/Result C<sup>++</sup>

Cycle 2: ..... (Dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 3: ..... (Dd/mm/yyyy) Accreditation Outcome/Result.....

**\* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.**

31. Number of working days during the last academic year.

32. Number of teaching days during the last academic year

*(Teaching days means days on which lectures were engaged excluding the examination days)*

33. Date of establishment of Internal Quality Assurance Cell (IQAC) IQAC

16-10-2004 (Dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

- AQAR (2010 – 2011) sent on 14-08-2015 (Dd/mm/yyyy)
- AQAR (2011 – 2012) sent on 14-08-2015 (Dd/mm/yyyy)
- AQAR (2012 – 2013) sent on 27-08-2015 (Dd/mm/yyyy)
- AQAR (2013 – 2014) sent on 27-08-2015 (Dd/mm/yyyy)
- AQAR (2014 – 2015) sent on 28-12-2015 (Dd/mm/yyyy)

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information).

The IQAC has been reconstituted with the following members-

1. Chair Person : Dr. Birhash Giri Basumatary,  
Principal, Bijni College
2. Co-ordinator : Ranjit Kumar Barman,  
Associate Professor, Deptt. of English, Bijni College
3. Teacher-Representative : (i) Iswar Chandra Deka, Deptt. of Assamese  
(ii) Nandita Das, Deptt. of Economics  
(iii) Syed Jawahar Hussain, Deptt. of Physics  
(iv) Aparna Misra, Deptt. of Education  
(v) Anindita Chakravarty, Deptt. of Zoology
4. Public Leader : Jomsher Ali
5. Retired Teacher : Manoranjan Sarma  
(Former Head of the Deptt. of Political Science)
6. Library Representative : Opurbo Daimari, Librarian, Bijni College
7. Office Representative : Mahadev Basumatary, UDA, Bijni College
8. Parents : Niti Das.
9. Alumni : Chandra Mohan Ray.
10. Students Representative : President of the Bijni College Students Union.

## **Criterion I: Curricular Aspects**

### **1.1 Curriculum Planning and Implementation**

#### **1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teacher, staff and other stack holders.**

##### **Vision:**

Our vision is in developing dynamic community of lifelong learners and leaders by understanding the aspiration, potential, and capabilities of students from this locality. The institution visualizes in empowerment of student with knowledge and skills imbued with strong values and virtue to take challenge in a changing and global society.

##### **Mission:**

- The institution desires to promote learning by the students and faculty to achieve excellence in education.
- The institution encourages and participates in efforts directed towards study of current issues relating to improvement in quality of students.
- The institution intends to build a competitive academic infrastructure to cope with the modern day world.

The institution believes that no talent in this region is allowed to go to waste and this college is a platform for sharing of ideas and pooling of knowledge resources.

##### **Objectives:**

- To achieve academic excellence keeping track with the syllabus and curriculum given by University with additional efforts from the college for enriching the curriculum.
- To mould the students as good citizens by inculcating social values, industriousness, brotherhood, sincerity and respect to elders.
- To keep the students away from outwardly economic disparities; by following an uniform dress code for the students.
- To impart education to the socially backward classes like ST, SC, OBC & Minorities including the rural poor.
- To encourage the students to involve themselves in co-curricular activities for multi-dimensional approach.
- To equip the graduates from science and arts with skill and knowledge to face the changing market scenario.
- To guide the students to develop communication skills, competitiveness, self study and to help students to assess their own capacity.
- To grow ecological awareness among the students to make them realize the need of a healthy environment and conservation.
- To create a sense of mutual respect among various religious communities.

The mission, vision and objectives of the College are conveyed to the students through Prospectus, College Website and induction programme.

**1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific examples.**

The institution develops and deploys the following action plans for effective implementation of the programme-

**Developing Action Plan**

- The Academic Committee of the college frames an Institutional Academic Calendar which is based on the one given by the affiliating University.
- The committee also prepares a Master routine of classes and distributes the same to all the departments.

**Deploying Action Plans**

- Each department holds a departmental meeting to prepare a departmental calendar incorporating in it all the programme and activities specific to the department.
- Annual Teaching Plans are prepared at Departmental level at the beginning of the session and unitized portion of the syllabus is allotted to the faculty.
- The HOD, Principal and Academic In-charge assesses the academic performance periodically.
- The faculty makes lesson plan on the portion of syllabus allotted to him and distributes the same to the students.
- The faculties of the College keep record of their classes and various other activities regularly in Class Diary.
- Home assignments are given to students and the same is verified in tutorial classes and necessary suggestions are made for their improvement.
- The faculty develops question bank on the portion of syllabus he/she is teaching to help the students identify the focus area.
- For better performance faculty give notes in important areas. Examination-oriented classes for discussion and solutions of previous question papers are held.
- The faculty also supply study material which are not readily available to the students in soft copy and hard copy.
- Sessional Examinations are conducted as directed by University.
- The faculty also conducts unit test or class test and answer scripts are evaluated by the faculty to gauge the progress and the performance of the students .It is mentionable that the answer scripts are shown to the concerned students with suggestions for their improvement in selected portions or areas.
- ICT tools like Laptop, Projectors and Smart Board is used for interactive learning of the students.
- The Computer lab is made accessible to the students for all academic purposes.

- Any grievance regarding the academic needs is dealt with by Vice-Principal of the college who addresses the same by discussing with the concerned person of the department.
- Apart from the conventional teaching method the departments also organize Seminars, Literary summit, Group discussions, Educational tour etc.
- To ensure full implementation of the curriculum an Internal Academic Audit is held for which the HOD of the departments submit Midterm and End term review of the course coverage to the Vice-Principal.
- To enhance the creativity of the students departments regularly bring out wall magazines.

**1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or Institution) for effectively translating the curriculum and improving teaching practices?**

**Procedural:**

- At the beginning of each academic session the affiliating University publishes the Academic calendar for the session and on the basis of that calendar the institution prepares an Institutional Academic Calendars specifying in it the dates of examination, commencement of class and other departmental as well as college activities and the same is notified at the beginning of the session.
- Regarding any change in the curricular aspects by the affiliating university the information is pasted on the Notice Board and circulated amongst the departments to be communicated to the students.

**Practical:**

- The College encourages the faculty member to participate in workshop, seminars, conferences and other faculty development programmes for enhancing the ability of the faculty.
- IQAC actively organizes various in-house training programmes for faculty improvement under the banner of its Faculty Development Programme.
- The College Provides internet facility to the students and teachers for all academic purposes.
- The college also provides Projectors, Laptops, Smart board for technology mediated teaching learning.
- The college also arranges training programmes for teachers and students like PowerPoint presentation, seminar paper writing, career oriented training for students etc.
- The Research and Publication Cell of the institution organises the series of lectures by faculty members to create the environment of research and study.
- The college maintains a well stocked library for the students and teachers.

**1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.**

- Text books, reference books, journals, and leading national, state level news papers and e-resources are provided in the central library of the institution.
- Departments have their own Departmental Library where course related books are available and students are allowed to take help of the facility.
- Every department is provided laptops with internet facility to help the students and record all departmental activities in it.
- Special arrangement is done in the form of smart class with smart board to facilitate the teachers for interactive teaching-learning with modern technological development.
- Where ever necessary required tools like graph boards, maps etc are provided for effective learning.
- Faculty members are allowed to attend the workshops, seminars, conferences, orientation and refresher courses for development of their capacity.
- The college and IQAC undertake, time to time, skill development programmes for teachers to impart training to them on using PowerPoint, MS Excel and other related application.
- The college also organises faculty development programmes with the help of expert, resource persons from varied fields.
- Students are guided to visit the library and proper library initiatives are taken.
- Special care is taken for slow learners through tutorial and remedial classes.

**1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?**

- The institution remains in constant touch with the University for effective operationalization of the curriculum.
- When invited faculties are sent to the university to attend training programmes on curriculum delivery.
- Some of the departments of the college organises visit to certain industry to give the students a practical knowledge of what they are learning in the class room.
- The institution organises various type of programmes in collaboration with various NGO's and Organisations for the betterment of the students.
- Some of the departments organises field visit for giving practical knowledge to the students.

**1.1.6. What are the contributions of the institution and or its staff members to the development of the curriculum by the University?(number of staff members/ departments represented on the Board of studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.)**

- One faculty member of the college has been a member of the Academic Council of Gauhati University since 2012.
- Our proposal on inclusion of a portion of the total marks of all external examination as marks for internal assessment by the teachers was accepted by the Academic Council and implemented from the session 2011-12.
- One more proposal put forward by our faculty member in the Academic Council of Gauhati University regarding setting the question paper in Assamese medium in addition to existing only in English was accepted by the Academic council in 2016.
- Another faculty is a member of the Undergraduate Syllabus Construction Board of Bodoland University which is the only University in Bodoland Territorial Council.
- The institution collects students' feedback through IQAC regarding syllabus and the received suggestions are communicated to the academic council of the University through our members.

**1.1.7. Does the institution develop curriculum for any of the courses offered (other than those under the preview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and he courses for which the curriculum has been developed.**

- The institution does not offer any other course as the institution is affiliated to Gauhati University. The college follows the prescribed courses of Gauhati University.

**1.1.8 How does institution analyze/ ensure that the stated objectives of curriculum are achieved in the course of implementation?**

- The institution ensures the achievement of the stated objectives of the curriculum by conducting two unit tests and one sessional examination before the final examinations. Oral tests are also implemented after the completion of each lesson. Group discussion, Quiz competition on the relevant subject area is also held during the session. Home assignment and Departmental Seminar are arranged for the academic development of students. All the students are mandatorily made to be a part of all such activities held at different times.
- The departments provide probable questions to the students.
- Question papers of previous years are also discussed at the end of the courses.
- The Principal issues timely instruction to the entire faculty members for timely implementation of the curriculum and make sure the every faculty member is serious about it.
- Internal Academic Audit is held twice in a session to ensure complete coverage of the syllabus.

## 1.2 Academic Flexibility

### 1.2.1 Specifying the goals and objectives give details of the certificate/diploma/skill development courses etc, offered by the institution.

At present the college is running a free three months certificate course on skill development. The programme is exclusively meant for the ST/SC students including the passed out students. The programme is being implemented by Tools Room & Training Centre, A Govt. of India society, under Ministry of Micro, Small & Medium Enterprises. The areas the training programmes will cover are - Basic Electrical, Computer Hardware Maintenance & Networking and Plumbing. The college is also running coaching programme for competitive examinations on Arithmetic Aptitude. The idea behind the programme is to enhance the employability of the students.

### 1.2.2 Does the institution offer programmes that facilitate twinning/ dual degree?

- No, the institution does not offer twinning/ dual degree.

### 1.2.3 Give details of the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skill development, academic mobility, and progression to higher studies and improve potential for employability. Issues make over the following and beyond.

- The college offers bachelor degree programmes in Arts and Science with major and general in regular mode.

Academic flexibility as reflected in the course options of BA/BSc programmes:

Compulsory Subject	Major Subject		Subsidiary/ Elective subjects	
	B.A.	B.Sc.	B.A.	B.Sc.
English, Alt. English/ MIL (Assamese, Bodo, Bengali)	Assamese, Bengali, Bodo, English, Education, Economics, History, Philosophy, Political Science,	Botany. Chemistry, Mathematics, Physics, Zoology,	Elective Language (Assamese,Bengali, Bodo), Education, Economics, History, Philosophy, Political Science.	Botany, Chemistry, Mathematics, Physics, Zoology.

- Students are allowed to offer major in any one subject listed in the chart. Students offering Major have to offer only one subsidiary subject and students pursuing General course have to offer two elective subjects in addition to compulsory subjects. Student with language major are not allowed to offer the same subject or language as a subsidiary subject.

- In addition to the regular courses the College also offers courses through Distance Mode under Krishna Kanta Handique State Open University and IDOL.
- The College introduced D. El. Ed Course under Krishna Kanta Handique State Open University. The course is designed to develop teaching skills and is a mandatory condition for the TET teacher appointed by the State Government.

**1.2.4 Does the institution offer self-financed programmes? If ‘yes’ list them and indicate how they differ from other programmes with reference to admission, curriculum, fee structure, teacher qualification, salary etc.**

- Presently the institution does not offer any self-financed programme.

**1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If ‘yes’ provide details of such programme and the beneficiaries.**

- Yes, at present the college is running a free three months certificate course on skill development. The programme is exclusively meant for the ST/SC students including the passed out students. The programme is being implemented by Tools Room & Training Centre, A Govt. of India society, Under Ministry of Micro, Small & Medium Enterprises. The areas the training programmes will cover are - Basic Electrical, Computer Hardware Maintenance & Networking and Plumbing. The idea behind the programme is to enhance the employability of the ST/SC students.
- The Carrier Guidance and Counseling Cell of the college has organized a number of skill development programmes to impart the skills on computer operation, job interview, personality development etc.

**1.2.6 Does the university provide for the flexibility of combining the conventional face to face and distance mode of education for the students to choose courses, combination of their choice? If yes, how does the institution take the advantage of such provision for the benefit of the students?**

- The college follows the curriculum of education prescribed by its affiliating university.
- It is a conventional face to face mode of education. The college also has a centre of the distance mode of education namely IDOL run by the same University. There is no provision in combining their curriculum.

## **2.1 Curriculum Enrichment**

### **2.1.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and institutions goals and objectives are integrated?**

To supplement the University's Curriculum and to ensure that the academic programmes and institution's goals and objectives are integrated, the students are provided with the choices of participating in the following –

- Election and formation of the Students' Union Body by the students to imbibe the spirit of democracy and leadership.
- Observance of important days like “**World Environment Day, Science Day, Earth Day**” etc. to be aware of the importance of environment and the things everyone should do and do not do to protect the environment.
- Observance of the Birth and Death anniversary of great national figure like Mahatma Gandhi, Dr. Sarvapalli Radhakrishnan and literary and culturally important days like Rabha Divas, Silpi Divas to develop a love for their people, culture and land.
- Observance of Constitution Day to be aware of the enormous contribution made by its founding fathers.
- Literary society to develop and display literary skills and talent.
- Science Club to spread the message of Science amongst the people of the surrounding community.
- NSS to develop the habit of giving selfless social service and living in the midst of community to develop a feeling for their problems and concerns.
- Seminar, Workshop, Debate on academic and non academic topics to develop the skill in research, preparation of seminar papers, presentation and interactions.
- Programme of health and hygiene and classes on value education to sensitize the students regarding the need of good health and a good set of moral values.
- Provision of scholarship to the ST/SC and OBC and economically weaker sections to promote an inclusive growth of society.
- Education Extension Cell to work for the betterment of the nearby society both economically and socially.
- Women Cell to work for the empowerment of women, gender sensitization.
- Organizing Inter College sports festival under the university to create the feelings of brotherhood and integrity amongst the students.

### **2.1.2 What are the efforts made by the institution to supplement the University's Curriculum to enhance the experience of the students so as to cope with the needs of the dynamic employment market?**

- The College has a Carrier Guidance and Counselling Cell. It undertakes programmes like talks by experts, discussion on job prospects and training programmes on computer applications for the students to make them competitive and fit for the changes in the dynamic job market.

- Feedbacks are collected from the students regarding the relevance of the course for their employability. All their suggestions and recommendation are placed in the Academic Council of the University for its kind consideration and necessary action.
- Value addition programmes like Yoga, Investor awareness, Voters' Day, Computer skills are regularly held by the college to enable the students to cope with the needs of the dynamic employment market.

**2.1.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, CLIMATE change, Environmental Education, Human Rights, ICT etc, into the curriculum?**

The institution makes the following efforts to integrate the cross cutting issues such as Gender, CLIMATE change, Environmental Education, Human Rights, ICT etc, into the curriculum :

**Gender:-**

- The institution has established an Anti-Sexual Harassment Cell to prevent sexual harassment of the girl students, the staff and the lady teachers. The Cell receives complaints regarding sexual harassment and initiates investigation regarding their validity. If the complaints are found to be valid after investigations the cell submits its reports to the authority with suggestions of punishment for the culprit.
- The college has also a Women Awareness Cell. The cell organises meetings with the woman students to discuss issues both personal and social affecting them.
- The cell also organises National and State level Debate Competition to spread the idea of gender equality, women empowerment, the need to eradicate gender disparity and promote women education etc.
- The Women awareness cell publishes an annual magazine "Pratibha" with a particular focus on gender issues.
- It celebrates events like International Women's Day by arranging talks and discussions to enhance awareness of women's rights and issues in society.
- It undertakes extension programme in which the members of the cell visit nearby educational institutions and conducts programme on issues related to girls and women.
- Studies are conducted on gender friendliness of the facilities existing in the College as well as to know the problems faced by women in the campus.
- Time to time health camps/Yoga camp are organised emphasising the need of health awareness among the girl students.
- To provide a platform to demonstrate their talents, cultural programmes are organized by Women Awareness Cell.

**Climate Change & Environment**

- Environment Studies being a compulsory paper in both Arts and Science streams help in imparting knowledge to the students regarding issues related with environment.

- As part of Environmental Studies, field surveys are done thus providing a practical knowledge to students.
- World Environment Day is celebrated with colourful programmes like procession, meeting, plantation activity etc.
- International Earth Day is celebrated in the College where global issues like Climate Change, Global Warming, Loss of Biodiversity etc. are taken up for discussion.

### **Human Rights**

- There is an active and alert Anti-Ragging Cell in the College to give safeguard to the newly admitted students in the institution. In the College website, prospectus and in the college notice board notice are put up informing the students to contact the cell convenor in the event of their facing any form of ragging.
- In the Induction programme for the newly admitted students the latter are told about the ban on ragging in the college campus and the presence of the Anti-Ragging Cell.
- There is also a Grievance Redressal Cell functioning in the college. It receives complaints of all kinds including violation or denial of human rights.

### **ICT**

- The College has a Computer Laboratory equipped with 20 (twenty) Desktop Computer, Printer with Internet connectivity. It is open for both the teachers and students for all academic purposes.
- Most of the class rooms are fitted with microphone and sound system.
- The college has two Smart Class Room equipped with Interactive Smart Board, fixed overhead projectors and computers to be used for imparting education in an interactive way.
- Students are given training on preparation and presentation of their seminar papers in PowerPoint mode in the departmental seminars.
- The teachers and the office staffs are provided with training on use of certain computer applications like MS Excel, PowerPoint.
- Automation of the library is almost complete.
- The college is under surveillance of CCTV camera all the time for preventing any untoward activity.
- The college has its own websites where necessary information is provided to students and all stake holders.
- All the departments are provided with Laptops Computers with Internet connectivity through Wi-Fi.
- Students use extensively the tools like PowerPoint in departmental seminars and other occasions.
- The admission process is almost computerised with a little bit of manual intervention.

**1.3.4. What are the various value-added courses/ enrichment programmes offered to ensure holistic development students?**

**Moral and ethical values**

- From time to time sessions on moral lessons are held in the college jointly by the NSS, Women Awareness Cell and Extension Activity Cell.
- Various awareness programmes on the subject of Environment, Human Rights etc. are held to develop ethical values in the students.
- The college has introduced a uniform dress code for the students to develop a spirit of unity and a sense of equality in and amongst the students.

**Employable and life skills**

- The Career Guidance and Counseling Cell of the College organizes various training programmes for the students to enhance their employability. It organizes programmes on personality development to impart them life skill.
- The CGCC is at present running a free three months certificate course for the ST/ SC students on computer Hardware and software.
- The CGCC is at present running an one month coaching programme on mathematics to help the six semester students to appear in the selection test held by various recruiting authorities with confidence.
- An awareness programme on financial investment in the stock market was also held for the students.
- The NSS unit of the college in collaboration with the Disaster Management department of the state held training session for the students on “Disaster Management”.

**Better career options**

The Career Guidance and Counselling Cell is organizing the following activities to provide better career options to the students -

- The cell is maintaining a notice board called “Manjil” in which it puts up all the advertisements and information regarding current vacancies in the job market.
- It organizes a series of sessions on personality development and interview skills for the students.
- The cell brings in expert to deliver talks on current employment scenario.
- The cell when approached guides any students in the matter of applications for a job.

**Community Orientation**

The Extension Activity Cell of College undertakes various activities benefiting the surrounding community.

- Relief materials like cloth, food are distributed time to time to the people affected by flood.

- Awareness programmes on moral education is conducted frequently by the Cell where resource persons deputed from our college interact with students of various schools in the locality.
- The cell also organizes programmes on Socio-Economic vision which includes women empowerment, skill development, moral education etc. These programmes targets rural people specially the poor people who lack awareness about various issues.
- The College has a Science Club which has been organizing National Children Science Congress since 2011. The Club gives a platform to school going children from 10 to 17 years to demonstrate their innovative ideas and scientific solution of different environmental and scientific issues. It also provides a scope of exposure to children from local level to national level. In 2014 one school girl was selected for participation in the National Level Congress held in Bangalore under its banner.
- The NSS unit of the college has adopted a nearby village and is at present engaged in organizing various programmes and activities there to develop the socio- economic condition of the people of the village.

### **1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum.**

The following are some instances of the incorporation of the suggestions received from the stake holders in enriching the curriculum –

- Training programme to spread computer literacy is being regularly organized.
- To enhance employability of the students the CGCC is organizing various programme and activities on knowledge and skill development.
- To address the issues related to women the Women awareness cell has done a series of sensitization programme for the girl students.
- Session to impart moral lessons is regularly being organized to inculcate in the students a set of good moral values.
- Seminar, workshop, group discussions, quizzes are regularly resorted to in the matter of internal assessment of the students.

### **1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?**

- The Principal and the IQAC monitor and evaluate the quality of the enrichment programmes conducted by the various the faculty and cells.

## **1.4 Feed Back System**

### **1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?**

The College follows the curriculum designed by the University in its academic council. The Vice-Principal of Bijni College is a member of that council. So, in 2010 when the new semester system was deliberated on and suggestions sought from the colleges our college made good use of that opportunity to put forward the suggestion of keeping certain percentage of marks for internal assessment.

In the year 2016, our proposal regarding setting question papers in Assamese medium in addition to the existing English medium was accepted and duly implemented by the Academic Council of the University.

### **1.4.2 Is there a formal mechanism to obtain feedback from students and stake holders on curriculum? If yes, how is it communicated to the University and made use of internally for curriculum enrichment and introducing changes/new programmes?**

- Yes. Feedback is obtained from the students, alumni and the parents on curriculum.
- Any suggestions regarding curriculum is forwarded to the University through our Vice-Principal who is a member of the Academic Council of Gauhati University.
- In regard to the internal use of feedback on curriculum the Principal, the Academic Committee of the college, the IQAC and the HODs sit together and discuss the suggestions coming through the feedback.
- Depending on the merit of the suggestion changes are made or new programme is introduced.

### **1.4.3. How many new programmes/ Courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/ programmes?**

- The college has newly introduced Major courses in the subject of Bengali, Botany, Chemistry, Zoology and Philosophy.
- The college is also offering a three month Certificate course on Computer hardware repairing, laptop repairing, electrical and plumbing.

In the distance education programme conducted in the two centres of the college namely Krishna Kanta Handique State Open University and Institute of Distance and Open Learning the following new programmes have been introduced –

- D. El. Ed. for newly appointed TET teachers by KKHSOU centre.
- P.G. courses in Assamese, Bengali, Bodo, Economics, Education, English, Philosophy, Political Science and Mathematics by IDOL Centre.

**Criterion II: Teaching – Learning and Evaluation.**

**2.1 Student Enrolment and Profile**

**2.1.1 How does the college ensure publicity and transparency in the admission process?**

Publicity: The College ensures adequate publicity of the new admission through-

1. College website.
  - The College uploads the information regarding the new admission and the Prospectus on its own website.
  - The form for application for new admission is also put up in the website for download.
2. Prospectus.
  - The prospectus of the college contains all the relevant information regarding the institution like the admission procedure, infrastructure, fees, rules and regulations ,provision of hostel, student support services etc.
3. College Notice Board.
  - The college also puts up notices regarding new admission process at the college notice board.

**Transparency:** Yes, The College forms an Admission Committee to ensure transparency in the admission process.

- a) Merit lists of the applicants are prepared through screening and verification of documents and displayed in the College Notice Board with their marks and categories.
- b) The reservation policy is adhered to in the whole admission process as per the Govt. and University rules.
- c) The records of all the selected candidates are maintained in the office software. These records are accessible to everyone.

**2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies(iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.**

- Criteria adopted are based on merit.
- The aspiring candidates are informed regarding the number of seats available in the college.
- The marks secured in the last qualifying examination become the basis of the merit list.
- Government and University reservation rules are also followed in preparing this list.
  
- Process of admission:
- Lapsation process in admission. Candidates failing to take admissions within stipulated date surrender their right.
- Next merit list with a new cut- off Mark is finalized.
- The process continues till the stipulated seats are filled up.

**2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programme offered by the college and provide a comparison with other colleges of the affiliating university within the city/ district.**

- No minimum percentage of marks of admission: Diminishing process of merit selection is followed till the filling up of all the seats.
- Admission for each of the programme is determined by the sanctioned seat capacity and the number of applications received.
- There is no other college within the city. Bijni College is the only institution of higher education within Bijni town.

**2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?**

**Mechanism of admission of process:**

**Student Profile:**

- The college has the mechanism to review the admission process annually through its Admission Committee and the Governing Body.
- The review of the students profile provides better planning in infrastructure, class routine, back up programmes such as tutorial and remedial classes, counselling etc.
- The admission process has also been streamlined to accommodate a larger number of students and providing new major subjects etc.
- The review of admission process contributes towards striking a balance between the local needs and the uniform standard of higher education of the university and state.
- The outcome of the student profile helps in monitoring the academic progress of the students as well as academic planning such as extra classes, tutorial classes, seminar, library work, field work etc.

**2.1.5 Reflecting on the strategies adopted to increase/ improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/ reflect the National commitment to diversity and inclusion.**

- The admission policy follows the national commitment to diversity and inclusion as well as policies of the state govt. and the university.
- **SC/ ST :** The college has provision for reservation of ST and SC students in the matter of admission. Furthermore all kinds of scholarships extended by the State and Central Government are promptly made available to them.
- **OBC:** The College has provisions for reservation of OBC students in its admission policy. All kinds of scholarships extended by the State and Central Government are made available to them.
- **Women:** No reservation exists for the women applicants. However awareness programmes in the surrounding areas are organized with a to increase the number of enrollment of the women in the higher education.

- **Differently abled:** There is a 3% reservation for the differently abled students. The differently abled students are treated with special care and attentions. Ramps have been made in all the blocks for their easy mobility. Academic support is also extended to them by the teachers in the form of study material, extra classes, tutorials etc.
- **Economically weaker sections:** Meritorious students from economically weaker sections are extended special support by the college. They are given free bi-cycle, free ship in admission and books from the Book Bank maintained by the library for the students of the economically weaker sections of society.
- **Any other:** Relaxations of norms are also extended to the students who have excelled in extracurricular activities like sports, culture, NCC etc.

**2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends i.e. reasons for increase / decrease and actions initiated for improvement.**

Programmes	Number of applicants				Number of students admitted				Demand Ratio
	2012-13	2013-14	2014-15	2015-16	2012-13	2013-14	2014-15	2015-16	
UG (Arts)	542	656	670	812	491	588	648	600	1:35
UG (Science)	66	85	93	202	30	47	63	110	1:83
M. Phil.	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Ph. D.	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Integrated PG Ph.D.	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Value added 1. 2. 3.	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Certificate 1. 2 3	NIL	NIL	233	154	NIL	NIL	50	50	3:1
Diploma 1 2 3	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
PG Diploma 1 2 3	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Any other 1 2 3	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL

## 2.2 Catering to Student Diversity

### 2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

Name of differently abled students	Class
Rana Saha.	B.A. 3 <sup>rd</sup> Sem.
Sunil Daimary.	B.A. 3 <sup>rd</sup> Sem.
Banjita Ray	B.A. 5 <sup>th</sup> Sem.

- The fact that the college has special concern for the differently abled students is communicated to the students right at the beginning of their academic life in the college in the Induction Programme held for the newly admitted students.
- The college has very few differently abled students. However the college has built ramps in all its blocks for their easy access to all the facilities available in the college campus like office, library, toilet, auditorium, teacher's common room, drinking facilities etc.
- To facilitate their access to all the benefits set in place by the Central and State Government through the launch of various schemes for the handicapped people the IQAC organized a camp in the college campus in collaboration with the Vocational Rehabilitation Centre for Handicapped, Govt of India, under the ministry of Labour and employment for the registration of their names and issuance of certificates.
- All the handicapped students were provided with necessary guidance to attend the job fair held in Guwahati. The outcome of this effort came in the form of two of our students getting job offers in from banks and MNC.
- Adjustable placing and height etc. are also given considerations for their easy access.
- The College provides admission to the differently abled students by following the reservation policy (3%) for them put in place by the Government and Gauhati University.
- It is also taken care that they do not encounter any other problems in pursuance of their studies. Teachers take personal care of these few differently abled students and provide necessary guidance in their academic pursuit.

### 2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

- Yes, pre admission counseling is held for the benefit of the students desiring to study a particular subject or a programme.
- After admission each department holds a class test to assess the knowledge and skill level of the newly admitted students.
- The students who are found deficient are marked as slow learners and the departments concerned makes special plan for them in the form of special class, tutorial and remedial class.
- In regard to their admissions to study major subjects all the departments set certain criteria as because numbers of seats in the major are limited.

**2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/ Remedial/ Add on/ Enrichment Courses, etc) to enable them to cope with the programme of their choice?**

- The college adopts different strategies to bridge the knowledge gap of the enrolled students.
- Weaker students are identified through class test and interaction in the class. These students are provided with more tutorial classes, remedial classes, personal counseling etc. by the departments.
- Home assignment and library works are arranged for them.
- Reference books and periodicals are suggested to them to enhance their understanding.

**2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?**

College has been showing its commitment towards the contemporary issues such as gender, inclusion, environment etc. The following steps have been initiated to sensitize its staff and students on these issues:

- Since almost all the course has in them a portion dedicated to address the issue of gender and environment, the teachers and the students get ample opportunity to discuss these issues in the classrooms.
- The IQAC organizes National and State Level Debating Competitions on the issue of gender disparity.
- The Women Awareness Cell which exists in the college organizes various sensitization programmes on issues of gender. It brings out a journal “Pratibha” dedicated to the issue of Women and Gender.
- International Women’s Day is celebrated in the college to highlights the issue of Gender discrimination.
- The institution has established an anti-sexual harassment cell for girl students and lady teachers to prevent sexual harassment and to look into the grievances of the women.
- Studies are conducted on the gender friendliness of the facilities available in the college.
- Time to time health camps/Yoga camps are organized to emphasize the need of health awareness among the girl students.
- Cultural programmes are organized by the Women cell specifically to highlights the gender issues.
- Various Environments awareness programmes are held periodically in the college.
- The college celebrates the World Environment Day with colorful programme comprising procession, awareness programme, plantation activity etc.
- The International Earth Day is celebrated in the college on the occasion of which global issues like climate change, global warming, lost of biodiversity etc. are taken up for discussion.
- The college has a Nature’s club composed of students, teachers and employees to take on conservation and grading of plants in and around the college campus.
- Cleanliness drives are also initiated within the college campus with participations from the students, teachers and employees.

- The college believes in inclusion and its commitment towards this issue is reflected in the following way –
  - a) The college authority provides funds and space to the students of various faiths to celebrate the important days of their faiths in the college campus.
  - b) Although the college has a policy of uniform dress code for all its students, the college authority has allowed a different set of dress for the tribal girl students to help them to maintain their tribal distinctiveness.
  - c) To further its idea and policy of inclusiveness beyond the college campus a remote and backward village within ten kilometers from the college has been adopted by the institution. The NSS unit, the Extension Cell and the Women Cell are putting in their best efforts to lift this village from its present backwardness by holding different programmes such as survey, awareness camp, moral education etc for the development of this backward community.
  - d) The NSS unit and the Extension Cell are initiating relief to the people affected by the recurrent flood.
  - e) There are also implementing programmes like Nirmal Bharat and awareness camp on moral education and economic empowerment of the people living in the surrounding areas.

**2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?**

The college collects data and information on the academic performance of the students at risk of drop out from internal assessment, sessional and semester examinations. After that it undertakes the following measures:

- The institution facilitates the provision for govt. of Assam scholarships for SC/ST /OBC students.
- Scholarship provided by the Central Government namely Ishan Uday for students of the North East are also made available to the students.
- Tutorials and extra classes are arranged for slow learners.
- The departments hold more personal and academic counselling.
- Students from economically weaker sections are provided with books from the Book Bank for poor students maintained in the library.

## **2.3 Teaching- Learning Process**

### **2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print etc.)**

- Since the introduction of semester system in 2011, Gauhati University has started providing the academic calendar for its affiliated colleges.
- On the basis of this academic calendar of the University, the institution prepares its own institutional calendar incorporating in it the various days of holidays, important days of celebration and activities specifically important for the college.
- The Academic committee of the college prepares the master routine of the college and makes it available to the various departments.
- The departments in their turn prepare a departmental calendar of their own incorporating in it the various dates and days of celebration and activities specifically important for the departments.
- The departments hold departmental meetings wherein the classes are distributed to the faculty and the whole syllabus is unitized and each individual teacher is given their portion of syllabus.
- The teachers prepares teaching plan in tandem with the departmental calendar and the routine.
- These departmental calendar and unitized portion of syllabus of each individual faculty are given to the students in the class and put up in the notice board.
- The Academic committee decides the dates of sessional examinations stipulated by the University for the Internal Assessment of the students.
- The class tests, unit test, seminar, workshops, field trips and field study – dates for all these are decided by the concerned department.

### **2.3.2 How does IQAC contribute to improve the teaching-learning process?**

IQAC contributes variously to improve the teaching-learning process through:-

- Initiating discussion of the Principal with the Academic Committee at the very beginning of each session to organize the curricular, co-curricular and extra- curricular activities in a better way to realize the learning outcomes of the curriculum.
- Guiding the Academic Committee to incorporate more tutorial and remedial classes for the slow learners in the master class routine.
- Encouraging the departments and the students to conduct more class room transactions in a technologically mediated environment.
- Arranging in-house training sessions namely Faculty Development Programme and Curricular Enrichment Programme for the faculty and the students respectively to acquaint them with the use of computer, smart boards and projectors in teaching and learning.
- Organising lectures by experts on the use of methodology in preparing a Research/Seminar paper.

- Organising collection of feedback from the students, and use the findings after analyses of the same to improve the performance of the teachers.

**2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?**

Students are the most vital stake-holders in the college. Their development and enrichment are the primary focus of the institution. Therefore, beside the normal class interactions, they are also encouraged for various skill developments, interactive learning, collaborative learning and independent learning through the following.

- Role play
- Study excursion
- Field study
- Library guidance
- Seminar and workshop
- Quiz
- Wall Magazine

**2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?**

The college is committed to prepare the students into life-long learners and leaders.

With the following activities their progress is ensured:-

- The creative and critical faculties of the students are nurtured through the publication of annual college magazine and various wall-magazines.
- Annual College Week Festival and Fresher's Social Day provide the students a platform to showcase their creative and leadership abilities.
- Election to college Students' Executive Council also provides ample opportunity for them to learn democratic values and practices, self-discipline, empowerment, leadership etc.
- Involvement in the organising process of various festivals and programme both within the campus and outside it also makes the students responsible, disciplined and sensitised.
- Library experiences also provide them critical intellectual exposure and encourage critical thinking.
- Departmental Level seminars provide the students to nurture and develop their critical thinking and power.
- The National and State Level debating competitions held in the college premises provide them opportunities to harness their personal and critical faculties.
- Involvement of the students in the NSS, Extension Activity Cell, and Women Awareness Cell in the various programmes and activities organised inside and outside the college help in generating interest in them in their society, its people, its problems, its culture etc. to grow into a responsible citizen.

**2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning-resources from National Programme on Technologies Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education etc.**

- The faculty uses the free-membership facility of UGC-INFLIBNET-NLIST programmes for accessing open educational resources for effective teaching.
- Besides, internet facility is available for faculty in the computer laboratory for accessing educational resources.

**2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?**

**Faculty:**

- Faculties are encouraged to participate in the various orientation courses and refresher courses held for their knowledge updation and carrier advancement.
- Teachers are also asked to participant in the seminar, workshops and conferences held at other places.
- The teachers are also encouraged to access e-resources by logging in the NLIST.

**Students:**

- The students participate regularly in the departmental seminars, workshops, group discussions.
- Books and Journals are purchased by the library to cater to the needs of the students for advanced level of knowledge.
- Students can use the Internet Centre in the college to search for advanced material.
- Students attend lectures delivered by experts.

**2.3.7 Detail (process and the number of students/ benefitted) on the academic, personal and psycho-social support and guidance services (professional counselling/ mentoring/ academic advise) provided to students?**

The details of the academic, personal, psycho-social support and guidance services are presented as follows:

- Each teacher takes good care of the academic needs of the students.
- In respect to personal and psycho-social support the same is provided to the needy students by either Carrier Guidance and Counseling Cell or the Women Cell or the Anti Sexual Harassment Cell depending on the nature of the student's problem.
- In respect to career guidance services the same is provided to the students through the Carrier Guidance and Counseling Cell by organizing lectures of field experts, mock interviews, group discussions, skill development courses etc.

**2.3.8 Provide details of innovative teaching approaches/ methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

The following are the details of the innovative teaching approaches/methods adopted by the faculty during the last four years –

- Use of technology – computer, projector, smart boards, e-resources has become more frequent in the classes.
- Seminar, group discussions as part of the process of the internal assessment have been made compulsory for all the major students.
- Some of the departments are involving the students in the survey work required to collect data for the Mini Research Project funded by the college.
- The departments of language and literature are conducting classes by involving the students in role-play.
- To facilitate generation of interest amongst the students in research activities the college authority provides a small fund to some of the departments to conduct some mini research activities in the students.
- English department has been screening films best on novels and plays in the syllabus for the students.
- Library works and field trips are being conducted to make the lessons more practically oriented to the students.

**2.3.9 How are library resources used to augment the teaching-learning process?**

The library resources are used to optimise the student potential and augmenting the teaching-learning process in the following manner.

- The college library is well stocked and several departmental libraries also benefit the students and teachers.
- The college library subscribes to various journals and e-learning resources like INFLIBNET (NLIST).
- Books and Journals are purchased on a regular basis for up gradation of knowledge.
- News Papers and Magazines are also procured to keep the students and teachers abreast with the latest developments in every field.
- Question Bank exists in the library to acquaint the students with exam and question patterns.
- Internet facility is also provided in the library for searching and finding new sources of knowledge and developments.
- At present, the library possesses both manual and online catalogue system.
- The library has also provided a suggestion box for improvement of library service.

**2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If ‘yes’, elaborate on the challenges encountered and the institutional approaches to overcome these?**

Yes, the institution sometimes faces the challenge of completing the curriculum within the stipulated time frame on account of the following reasons:

- External factors like government allotted duties to the teachers in election, census etc or occupation of college building for these purposes.
- Sometimes, the teachers are also employed in evaluation or examination related works of the university or the Assam Higher Secondary Board.
- As this area is prone to continuous law and order situations, frequent Bandh Calls, Strikes etc. also disrupt academic activities.
- Shortage of staff due to long lying vacancies also affects the teaching and learning to some degree.

The following measures are taken by the institution to take care of these kind challenges:

- More temporary and contractual teachers are employed.
- The missed classes are held outside the normal time of the routine which is before 9.30 A.M.
- The departments circulate more reading materials to the students.

**2.3.11 How does the institution monitor and evaluate the quality of teaching learning?**

The college evaluates and monitors the quality of teaching and learning in the following manners:

- Internal Academic Audit is done to make sure that the curriculum has been fully implemented.
- Classroom attendance of students is monitored and analysed.
- Oral and class tests are taken by the departments to monitor students’ progress.
- Students feed-back on teachers are collected, analysed and made known to the teachers to rectify any deficiency noted by the students.
- Departmental meetings are held for stock-taking on the quality of teaching learning situations.
- Academic Committee hold brain-storming and open meetings with the teachers and student representatives.

## 2.4 Teacher Quality

**2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.**

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent teachers</b>							
D.Sc./ D. Litt	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Ph.D.	NIL	NIL	01	NIL	03	02	06
M.Phil.	NIL	NIL	02	NIL	11	08	21
PG	NIL	NIL	07	03	12	12	34
<b>Temporary teachers</b>							
Ph.D.	NIL	NIL	NIL	NIL	NIL	01	01
M.Phil.	NIL	NIL	NIL	NIL	NIL	NIL	NIL
PG	NIL	NIL	NIL	NIL	NIL	06	11
<b>Part-time teachers</b>							
Ph.D.	NIL	NIL	NIL	NIL	NIL	NIL	NIL
M.Phil.	NIL	NIL	NIL	NIL	NIL	NIL	NIL
PG	NIL	NIL	NIL	NIL	NIL	NIL	NIL

In respect to the recruitment of teachers the Governing Body of the college issues advertisement seeking candidature in the local news papers. The qualifications sought from the applicants are as given in the UGC guidelines on teachers' appointment in college.

The College follows in the matter of recruitment and appointment the State Governments reservation policy for SC/ST and OBC.

The College also keeps in mind the status of the post in accordance with the current roster system.

All adhoc and temporary teachers are appointed subject to the fulfilment of norms.

All the teachers in the regular and sanctioned post are given salary as per UGC pay scale while the temporary teachers are given by the Governing Body an amount of salary comparable with the ones paid by the other institutions.

**2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.**

- The colleges at present have not introduced any such programmes.
- To implement the newly introduced Major courses in some of the departments teachers have been appointed on contractual basis and the salary to them are not at par with that of the UGC pay scale.

**2.4.3 Providing details on the staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.**

a) Nomination to staff development programmes

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	9
HRD programmes	NIL
Orientation programmes	9
Staff training conducted by the university	1
Staff training conducted by other institutions	NIL
Summer/ winter schools, workshops etc.	Short time course -7

b) Faculty Training programmes organised by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- Teaching learning methods/approaches
- Handling new curriculum
- Content/Knowledge management
- Selection, development and use of enrichment materials
- Assessment
- Cross cutting issues
- Audio Visual Aids/ Multimedia
- OER's
- Teaching learning material development, selection and use.

The IQAC organised a programme namely Faculty Development Programme to impart training to the teachers on the use of Computer, Projector, Smart Boards in the class room.

The IQAC organised through its Faculty Development Programme lectures by in-house experts on certain teaching methodology.

The Women Awareness Cell held on different occasions discussions with the faculty members on the issues of Gender, Women Sensitisation.

The IQAC organised programme involving the teachers to discuss the ways to develop, select and use teaching learning material.

The IQAC organised a training programme on the use of Open Educational Resources accessible through the INFLIBNET, NLIST.

d) Percentage of faculty

- Invited as resource persons in workshops/Seminars/Conferences organised by external professional agencies - 10%
- Participated in external Workshops/Seminars/Conferences recognised by national/international personal bodies - 70%
- Presented papers in Workshops/ Seminars/Conferences conducted or recognised by professional agencies - 50%

**2.4.4 What policies/ systems are in place to recharge teachers? (eg. Providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)**

Policies or systems to recharge teachers

- Teachers are encouraged and released to participate in Refreshers Courses/ Orientation Programmes/Seminars /Workshops etc.
- Research related information is provided to the teachers and all proposals for Minor or Major Research Projects to the funding agencies promptly forwarded.
- The institution makes available its library, computers, laboratories, projectors to the teachers to facilitate implementation of their Minor and Major research project.
- Study Leave for pursuit of Ph.D. is sanctioned promptly to the permanent and eligible teachers.
- The college has its own research cell to encourage in-house research. Some of the departments is given an amount of Rs. 5000/- (Rupees Ten thousand) only a seed money to conduct student- centric Mini research project.

**2.4.5 Give the number of faculty who received awards/ recognition at the state, national and international level for excellence in teaching during last four years. Enunciate how the institutional culture and environment contributed to such performance/ achievement of the faculty.**

No faculty from the institution has received awards/ recognition at the state, national and International level for excellence in teaching during the last four years.

**2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?**

A system of feedback on teachers' performance is in place:

- IQAC takes feedback on teachers by students based on various parameters.
- The feedback thus collected are analysed and findings are presented to the Principal.
- The Principal takes whatever he feels are required for correction or improvement of the teachers found deficient.
- Secrecy is maintained in the process of collection of feed-backs.

## **2.5 Evaluation Process and Reforms**

### **2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?**

- The broad outlines of the evaluation process are duly published in the College prospectus.
- Regarding the Internal assessment the departments let the students know the procedure beforehand.
- Any change in the process of evaluation by the University is promptly put up on the notice board and communicated to the concerned departments.

### **2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?**

The Major evaluative reforms of the University that the institution has adopted are as follows –

- Since 2011 the college has converted its Three Years Annual Degree Course to Three Years Semester Course.
- Now in addition to the External Examinations students are also assessed internally (20%) by the departments.
- Instead of awarding actual marks in the marksheet the students are awarded CGPA.
- The marks secured in the Sessional Examinations held in the college are added to the marks obtained in the External Examinations held by the University in giving the students their final score.

The reforms initiated by the institution on its own are as follows –

- Although the University is satisfied with the marks obtained by a student in the sessional examination held by the college, the college has chosen to go for a comprehensive internal assessment of the students. With that objective in view the departments also evaluate the students particularly those having Major by making them participate in departmental seminars, workshop, group discussions, field works, library work etc.
- The college has also been encouraging the students to prepare and present papers in the seminars in the PowerPoint mode.

### **2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?**

To ensure effective implementation of the evaluation reforms of the university, the institution has undertaken the following steps:

- The college constitutes an Examination Committee to conduct various Semester and Sessional Examinations according to the rules and date laid down by the university.
- Teachers who are allotted duties as Supervisors, Head Examiners, Scrutinisers and Examiners are duly released from their regular duties for the effective implementation of the evaluation reforms initiated by the university.
- A semester examination zone has been opened in the college to ensure smooth evaluation.
- There is an Examination Centre Committee to supervise the whole examination process.
- Before each Sessional and Semester Examinations, an Internal Academic Audit is done to ensure full implementation of the course curriculum by the departments.

**2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.**

The following formative and summative evaluation approaches are adopted to measure students' achievement in compliance with the university system.

**Formative Evaluation**

- At least one class examination and one sessional examination are conducted in each semester.
- Project works, field works, seminar, group discussions, workshops, library works etc. are assigned to the major students.
- Home assignments, practical assignments and field works are allotted to general students.

**Summative evaluation**

- Final semester examinations are conducted by Gauhati University. The college holds these examinations according to the published schedule designed and framed by the university.

**Impact**

- Formative evaluation develops an attitude of intense learning among the students and helps them develop their intellectual direction.
- The implementation of semester system has provided a continuous evaluation of students both in academic and co-curricular activities. They have become more indulged in their academic career.

**2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (Weightage for behavioural aspects, independent learning, communication skills etc.)**

- The internal assessment system is quite transparent and the college follows the norms laid down by the university in this regard.
- The examined answer scripts of the sessional and class tests are shown to the students. Shortcomings are pointed out to the students to help them improve their answers.
- Weightage is given for behavioural aspects, independent learning, communication skills etc. by observing and taking into consideration the students' individual and group behaviour.
- Academic and extracurricular aspects are also given proper weightage in awarding marks.

**2.5.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?**

The graduate attributes specified by the college are as follows:

- The college ensures that there is no discrimination on the basis of economic, racial, linguistic, religious disparity among the students. The effort is given to develop within them a sense of excellence in all aspects both in curricular and extracurricular areas. The importance is given to develop their ability and to harness their true potential.
- The significance of discipline and desire to know are impressed upon the students by getting them involved in various programmes, festivals, sports organized by the college etc.
- The spirit of leadership and sense of social responsibility are developed among them by getting them involved in NSS activities, Students Union Body and various other activities of the students.
- Entrepreneurial aptitude is developed among the students through various skill development and awareness programmes organized through Career Guidance Cell, Natures Club, and Extension Cell etc.
- Students are encouraged to undertake research activities in a primary level through workshop, seminar, field work etc.
- Literary skills and cultural knowledge are inculcated among the students through various literary activities and cultural programmes like poet summit, wall magazine, college magazine, drama and mime show, as you like it etc.

**2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and university level?**

- For Redressal of Grievances with reference to evaluation at the college level the aggrieved student approaches the head of the department of the concerned subject in direct manner by submitting the same in writing.
- If the student is not satisfied with the action of the Head of the Department, he/she can approach the Grievances Redressal Cell of the college.
- Regarding the Redressal of Grievances at the University level the Principal forwards the application of the aggrieved students with proper recommendation.

## 2.6 Students Performance and Learning Outcomes

### 2.6.1 Does the college have clearly stated learning outcomes? If ‘yes’, give details on how the students and staff are made aware of these?

Yes, the college has clearly stated learning outcomes. These are conveyed to students through the mission and vision statement of the college, college prospects and website. Moreover, the staffs also keep themselves abreast about these through regular department and staff meetings.

### 2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/ programme? Provide an analysis of the students results/ achievements (Programme/ course wise for last four years) and explain the differences if any and pattern of achievement across the programmes/ courses offered.

Analysis of Students' Results

year	stream	Appeared	Male	Female	Passed	Failed	I Division/ Class	II Division/ Class	Simple Pass	Percentage %
2012-13	B.A.	330	134	196	230	100	15	144	71	71.2
	B.Sc.	9	8	1	9	0	1	8	0	100
2013-14	B.A.	323	140	183	206	117	28	165	13	55.1
	B.Sc.	15	14	1	12	3	2	10	0	80
2014-15	B.A.	329	161	168	196	133	26	140	28	58.96
	B.Sc.	11	11	0	11	0	1	7	3	100
2015-16	B.A.	365	174	191	118	247	29	47	42	32.39
	B.Sc.	31	26	5	19	12	1	16	2	54.28

- The college monitors the progress and performance of students throughout the course duration by means of class tests, oral tests and Internal Assessments/ Sessional Examinations conducted at regular intervals.
- The progress of the students is regularly communicated. All the departments regularly hold parent-teachers meeting wherein the faculty discusses with the parents the current status and progress of their wards.
- Tutorial classes also play a major role in monitoring the progress of the students.

The analysis of the results for the last four years highlights the following trends –

- The semester system introduced since 2011 has definitely benefited the students by improving their intensity and results.
- A good number of students have been securing good grades and the number of 1<sup>st</sup> division holders has gone up.

### 2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

The teaching, learning and assessment strategies of the college are structured to facilitate the achievement of the intended learning outcomes. It is arranged thus-

- The college follows the directives of the Gauhati University regarding academic strategies.
- Maintaining a disciplined and active academic environment through regular classes, tutorial, remedial classes, personal counselling etc.
- Well-equipped library and laboratories.
- Smart Classes and audio-visual equipments.
- Class tests, sessional examinations, seminars, home assignments etc.
- Awareness programmes on various Social issues.
- Student seminar and workshop, field-works, tutorial classes, remedial classes etc.

**2.6.4 What are the measures/ initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?**

The college takes up the following measures/ initiative to enhance the socio-economic relevance of the courses offered:

- Students are made to participate in the Mini Research Project funded by the college and undertaken by the departments to generate interest in research in their mind.
- The Career Guidance and Counseling Cell of the college regularly organizes awareness and training programmes on entrepreneurship skills.
- Advertisement and Information regarding job prospect in the private and the public sector are regularly put up in the notice board maintained by the Career Guidance and Counseling Cell.
- The college publishes annual magazine and several departmental magazines and wall magazines to provide the students with a platform for their creative, critical and research writings.

**2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and uses it for planning and overcoming barriers of learning?**

The college collects and analyses the data on students' performance and learning outcomes at various levels for planning and developing strategy. The data on students' learning is collected at department level as well as in the general college level. After analysis it is discussed among the faculties of the department and the inter-departmental meeting with the principal and vice - principal. This data is used:

- To find out the slow and advance learners.
- To take corrective measures through extra classes, tutorial classes and student assignments
- To initiate academic planning at the college and departmental level for future times.

**2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?**

The college monitors and ensures the achievements of learning outcomes through:

- Analysis of results subject-wise and department-wise.
- Continuous evaluation as per the semester guidelines.

- Departmental seminars, group discussions involving the students.
- Student's personal feedback collected through IQAC.
- Feedback from the other stake holders.
- Students- teachers' interactions.

**2.6.7 Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes', provide details on the process and cite a few examples.**

**Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.**

Yes, the institution and the teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance and achievement of learning objectives and planning.

- The data of the result is analysed and the departments take necessary remedial and tutorials classes for slow learners.
- Slow learners and students affected by various ethnic and political unrest are taken special care of by providing them additional library facilities and explaining the topics separately.
- Academic audit helps the departments to adopt new and innovative strategies for better teaching – learning experiences.
- Some of the departments are encouraging the Major students to use educational technology and internet as an effective supplementary source of material for the study of the subject.
- The IQAC organises in house Students Training programme on the use of selected computer applications.
- The IQAC also organises in-house Students Training Programme on Methodology to be followed in preparing a research or seminar paper.

**CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION**

**3.1 Promotion of Research**

**3.1.1. Does the institution have recognized research centre/s of the affiliating University or any other agency/organization?**

The college does not have any recognized research centre of its affiliating university or any other agencies or organization.

**3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.**

Yes, the college has a research committee with the principal as the chairman, a secretary and three other members from the teachers. The committee monitors the issue of research in its sittings from time to time.

The research committee make the following recommendation for their implementation and their impact.

Sl. No.	Recommendations	Impact
1	The faculties are requested to apply for Minor and Major research project to the UGC	Nandita Das, Assistant Professor of the department of Economics submitted MRP and received Rs. 1, 20,000/- from UGC for her topic "Infrastructure facilities in the educational institutions and female drop-outs. A case study in Chirang District"
2	The faculties are requested to apply for Minor and Major research project to the UGC	Sabita Ray, Assistant Professor of the department of Economics submitted MRP and received Rs. 1,25,000/- from UGC for her topic "Problem and prospect of village industries of Assam: A case study in Chirang District"
3	The faculties are requested to apply for Minor and Major research project to the UGC	Sewali Pathak, Assistant Professor of the department of Zoology submitted MRP and received Rs. 1,00,000/- from UGC for her topic "A study of fish diversity and socio economic status of fishermen in Chirang district of Assam"
4	The faculties are requested to apply for Minor and Major research project to the UGC	Dipak Bhattacharyya, Assistant Professor of the department of Chemistry submitted MRP and received Rs. 1,40,000/- from UGC for her topic "Quantum Mechanical study on intermolecular Hydrogen bonding "
5	The faculties are requested to apply for Minor and Major research project to the UGC	Aparna Misra, Assistant Professor of the department of Education submitted MRP and received Rs. 70,000/- from UGC for her topic "Moral Education: its impact upon the behaviour of School Children: (with special Reference to Chirang district)"

6	To apply for fund for observance of the Earth Day and related activities.	Sewali Pathak and Lily Devi applied and received Rs. 90,000/- for their project on "Sensitisation of biodiversity and climate Change".
7	To apply for financial assistance from UGC for holding National Seminar	National Seminar is held on "Life and Music of Ganasilpi Bhupen Hazarika" with financial assistance from UGC.
8	To apply for financial assistance from UGC for holding National Workshop and Seminar	One National Seminar and one National Workshop are held with financial assistance from UGC.
9	To provide small fund to the departments for student centric Mini Research Project to generate interest in research in students.	An amount of Rs. 5000/- given to some of the departments to enable the departments to conduct Mini Research Project.
10	Lectures on Methodology be conducted by the IQAC for the students	A daylong session on Methodology was held by the IQAC to train the students to prepare the seminar papers in proper academic format.
11	Training programme on Computer be conducted by IQAC for students on preparation and presentation of their seminar papers.	Training programme is held by the IQAC to teach the students to prepare and present their seminar papers in PowerPoint mode.

### 3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

- Autonomy to the principal investigator.  
Full autonomy is given to the investigator to carry out his/her task.
- Timely availability or release of resources.  
The funds sanctioned are made available as and when needed.
- Adequate infrastructure and human resources.  
Library resources like books and internet are made available. Other college infrastructures if required are allowed to be used.
- Time-off, reduced teaching load, special leave etc. to teachers  
Teachers engaged in research are allowed to have off-time to carry on their research activities during non -teaching days. They are also granted special leave without hampering the classes, as and when asked for. They are encouraged to mutually adjust their classes to find out time gap in case of urgent requirements during class days.
- Support in terms of technology and information needs.  
Teachers are allowed to use college computer, internet, printers, copier machine and the college technical staffs are instructed to assist them whenever required.
- Facilitate timely auditing and submission of utilization certificate to the funding authorities.  
There is timely submission of accounts which are audited by the competent authority as

per regulation.

- Any other:

Adequate and timely information are always communicated to the teachers regarding research related advertisement and projects notification done by various agencies.

### 3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

The college makes effort in developing scientific temper and research culture and aptitude among students in the following way -

- Holding lecture session on Research Methodology.
- Making it compulsory for all Major students to be involved in the Mini research project conducts by the departments.
- Providing personal advice to students inside and outside the class room.
- Providing Rs. 5000/- to some of the departments to undertake Mini Research Project for the Major students.
- Engaging the students in the various survey works conducted by various cells like the Extension Activity Cell and NSS etc.

### 3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

The teachers of the college are involved in active research. This is reflected in their participation in various minor research projects funded by UGC and others. Teachers of a few departments utilize the scope of guiding students to conduct research project as part of their regular course curriculum. Though no collaborative research has been done so far in the college, many teachers are involved in individual research in their Ph. D programmes. List of teachers engaged in Individual Research since 2010-11 are as follows:

Name of teachers	Topic	Year	Amount & Funding agencies
Indrajit Brahma	Transition of the Bodo Society as reflected in Bodo literature since the early period of 20 <sup>th</sup> century	2013 (Course work complete)	
Anindita Chakrabarty	Habitat utilization pattern, feeding and population ecology of Golden Langur, <i>Trachypithecus geei</i> (Khajuria, 1956) in Kakojana Reserve Forest, Assam.	2014	
Apu Guha Thakurta	Novel of Rabindra Nath in the light of Reader's Response criticism	2010-2014	
Arup Sarkar	A comparison of Phonological aspect t of Bodo and English	2011-2015	
Urmilla Poddar	Anchlikatar Nirekhe Bangla aru Asamiya		

	upanyas		
Chaitali Bhowmick	Problem of women as depicted in Bengali and Assamese novels till 1950	2008-2012	
Mahanta Talukdar	History of the Rural Bank in Assam	2015	
Anjan Rabha	A study on the problems of primary education among the children of Rabha community in particular reference to the Goalpara District	2011-	
Pranab Bhagabati	Nadi kendrik Asamiya Upanyas; Ek bislasanatmak Adhyan	2006-13	
Jabin Chandra Ray	A study on Fish-Aquatic Food Crops diversity for enhancement of productivity of Kalpani Beel and production of organic fish food by biotechnological approach	2016	
Prasanta Das	Polytropic Gas Dark Energy Models in Cosmology	2016	
Sabita Ray		2016	
Bibekananda Roy		2016	
Babul Basumatary		2016	

**List of Minor Research project since 2010-11**

Name of teachers	Topic	Year	Amount sanctioned & Received	Funding Agencies
Nandita Das	“Infrastructure facilities in the educational institutions and female drop-outs. A case study in Chirang District”	2009-2010	Rs. 1,20,000/- Received Rs. 95,000/-	UGC
Sabita Ray	Problem and prospects of village industries of Assam: A case study in Chirang District	2009-2011	Rs. 1,25,000/- Received all	UGC
Sewali Pathak	A study of fish diversity and socio economic status of fishermen in Chirang district of Assam	2010-2011	Rs. 1.00.000/- Received all	UGC
Dipak Bhattacharyya	Quantum Mechanical study on intermolecular hydrogen bonding	2012-2013	Rs. 1,40,000/- Received Rs. 1,25,000/-	UGC
Aparna Misra	Moral Education: its impact upon the behaviour of School Children. (with Special Reference to Chirang District)	2011 – 2012	Rs, 70,000/- Received all	UGC
Sewali Pathak	Sensitization of Biodiversity and	2014-	Rs. 90,000/-	ASTEC

& Liliy Devi	climate change	2015	Received 72,000/-	
Malay Kumar Chanda	Street Children : Accountable factors and their socio economic condition (A case study of Bongaigaon District)	2011- 2012	Rs. 1,20,000/- Received all	UGC

**3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.**

The college conducted various workshops and sensitizing programmes for capacity building and development of research cultures. The list of programmes conducted in last four years is as follows:

- Lectures on Research Methodology delivered by eminent Researcher.
- Training on Computer application in research.
- Training programme on making and presenting seminar papers in PowerPoint mode.

**3.1.7 Provide details of prioritized research areas and the expertise available with the institution.**

No priority is set by the institution in terms of research.

**3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?**

Efforts have been made to attract researchers to visit the college. Records in this regards are as follows:

Name of Visiting researchers	Institution
Dr. Umesh Deka	Director, Gauhati University N.E study Centre
Dr. Bikash Ray	V.C. i/c, Gour Banga University, West Bengal
Dr. S. Ganguli	Senior Officer Civil Defence, West Bengal
Dr. Dipak Kr. Ray	North Bengal University, West Bengal.
Dr. Prabin Ch. Das	Gauhati University
Dr. Anil Boro	Gauhati University
Dr. Bhibha Bharali	Gauhati University
Dr. Swarnaprava Chainary	Gauhati University
Dr. Phukan Basumatary	Bodoland University

Prof. S. R. Mandal	North Bengal University, West Bengal.
Prof. Sib Ranjan Misra,	Visva Bharati, Member UPSC

**3.1.6 What percentage of the faculty has utilized Sabbatical Leave for research activities?**

**How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

Provision of sabbatical leave is yet to be introduced by the government

**3.1.7 Provide details of the initiative taken up by the institution in creating awareness / advocating / transfer of relative findings of research of the institution and elsewhere to students and community (lab to land).**

No such initiative has been taken by the college in this regard so far.

### **3.2 Resource Mobilization for Research**

#### **3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.**

The college does not earmark any amount for major research. However, a scheme has been introduced in 2014 to provide assistance for minor research to be carried out by the departments as a mark of incentive. Though its percentage to total budget initially may not be significant it is expected that the amount would be raised in course of time.

#### **Accounts since 2010-11 are as follows:**

	<b>Budget allocation for research</b>	<b>Utilized amount</b>	<b>Unutilized amount</b>
2014-15	Rs.24,000/-	Rs. 18,000/-	Rs. 6,000/-

#### **3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?**

- The College at present does not have provision to provide seed money for research to the faculty. The college is thinking of creating such a fund in the very near future.

#### **3.2.3 What are the financial provisions made available to support student research projects by students?**

Some of the departments are provided with Rs. 5000/- to enable the department to conduct student research project by student.

#### **3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavours and challenges faced in organizing interdisciplinary research.**

The departments are jointly organizing some of the National seminars and workshops. They are also publishing the proceedings of those academic events in a joint manner.

#### **3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?**

The college encourages the teachers involved in research activities to use the computers, internet, laboratories, libraries and whatever infrastructural facilities are available in the college freely during Sundays, holidays and beyond class hours.

#### **3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.**

No grant from industries so far has been availed.

**3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.**

The teachers of the college are always encouraged to apply for various research projects funded by the UGC and others. They are timely informed of such schemes whenever announced with the supply of relevant formats. Their applications when submitted are forthwith forwarded to the concerned agencies by the college.

Details of the past projects are the following:

Nature of the project	Duration Year from to	Title of the project	Name of the Funding Agencies	Total Grant		Total grant received till date
				Sanctioned	Received	
Minor projects	2009-11	“Infrastructure facilities in the educational institutions and female drop-outs. A case study in Chirang District”	2009-10	Rs. 1,20,000/-	Rs. 1,20,000/-	Rs. 1,20,000/-
	2009-11	Problem and prospects of village industries of Assam: A case study in Chirang District	UGC	Rs. 1,25,000/-	Rs. 1,25,000/-	Rs. 1,25,000/-
	2010-11	A study of fish diversity and socio economic status of fishermen in Chirang district of Assam	UGC	Rs. 1,00,000/-	Rs. 1,00,000/-	Rs. 1,00,000/-
	2012-13	Quantum Mechanical study on intermolecular hydrogen bonding	UGC	Rs. 1,40,000/-	Rs. 1,40,000/-	Rs. 1,40,000/-
	2011-12	Moral Education: its impact upon the behavior of School Children. (with special reference to chirang district)	UGC	Rs. 70,000/-	Rs. 70,000/-	Rs. 70,000/-
Major projects	NIL					
Interdisciplinary projects	NIL					
Industry sponsored	NIL					
Students’ research projects	NIL					
Any other (specify)	NIL					

### **3.3 Research Facilities**

#### **3.3.1 What are the research facilities available to the students and research scholars within the campus?**

The college library has a good stock of books for research course work. Also there are internet facilities in the library with e-journal, infolibnet-enlist etc. that teachers as well as students can utilise.

#### **3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?**

Institutional facilities are so far limited only to provisions of library books, computers and internet facilities. As for the new and emerging areas the college will chalk out plans to introduce new subjects like bio-technology, information technology etc. to build up further infrastructural facilities in this regard.

#### **3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments / facilities created during the last four years?**

No such grants or financial assistance so far has been received.

#### **3.3.4 What are the research facilities made available to the students and research scholars outside the campus/other research laboratories?**

Outside college campus there is no research facilities are made available for students and teachers.

#### **3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?**

No specific library or information resource centre for researchers are available.

#### **3.3.6 What are the collaborative researches facilities developed/ created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.**

No collaborative research facilities are available so far.

### 3.4 Research Publications and Awards

#### 3.4.1 Highlight the major research achievements of the staff and students in terms of

- Patents obtained and filed (process and product): Nil
- Original research contributing to product improvement: Nil
- Research studies or surveys benefiting the community or improving the services: Nil
- Research inputs contributing to new initiatives and social development: Nil

#### 3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

- The department of economics publishes an ISSN journal.
- The Research and publication cell of the college has published a number of books and journals.
- The Women Awareness Cell publishes an ISSN journal.

#### 3.4.3 Give details of publications by the faculty and students:

- Publication per faculty : 2.44
- Number of papers published by faculty and students in peer reviewed journals (national / international): 0
- Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Database - International Social Sciences Directory, EBSCO host, etc.) : 0
- Monographs: 04
- Chapter in Books: 80
- Books Edited: 15
- Books with ISBN/ISSN numbers with details of publishers: 03
- Citation Index: 02
- SNIP : 0
- SJR : 0
- Impact factor : 0
- h-index : 0

#### 3.4.4 Provide details (if any) of

- research awards received by the faculty: Nil
- recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally: Nil
- incentives given to faculty for receiving state, national and international recognitions for research contributions: Nil

### **3.5 Consultancy**

#### **3.5.1 Give details of the systems and strategies for establishing institute-industry interface?**

No Institute industry interface build up till now.

#### **3.5.2 What is stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?**

No such policy has been formulated so far.

#### **3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?**

The institute encourages the teachers to extend free consultancy service as a part of their social responsibility.

#### **3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.**

No consultative service is run by the college.

#### **3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?**

The College will formulate the policies if when such service is introduced.

### **3.6 Extension Activities and Institutional Social Responsibility (ISR)**

#### **3.6.1 How does the institution promote institution-neighbourhood- community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

The College is always in favour of building institution neighbourhood good relationship. It promotes institution neighbourhood community network and students engagement contributing to good citizenship, service orientation and holistic development of students in the following ways –

- The College has an Extension Activity Cell to promote institution neighborhood relation. The cell organizes such outreach programmes with the NSS unit and the Women cell of the college.
- The extension cell of the college conducts different programmes for the benefit of women, children and other socially disadvantaged groups.
- Students and teachers do social service like cleaning, plantation etc outside college campus.
- Awareness programmes like health awareness, gender equality are organised in the neighbourhood areas. Health camps are organized for students as well as neighbourhood people in the college.
- Programme for physical and moral development are organized from time to time for the benefit of students in the nearby institutions.
- Programmes for physically disadvantaged people of the neighborhood are organized inside and outside of the college
- Adoption of a nearby village for its holistic development.
- The Extension Activities cell together with the NSS unit of the college celebrates all the important days related with the preservation and protection of the environment of the world by planting trees in and outside the college campus,organizing talks and discussion to spread awareness regarding importance of environment for us amongst the people of the neighbourhood.
- The NSS unit is also working to raise awareness regarding the harmful effects of tobacco through
- Comprehensive programme to help the handicapped persons of the neighbouring area by registering them with the Ministry of Labour and Employment,getting their certificate of disability,guiding them to the jobfair for handicapped,getting their necessary equipment free of cost from the government.
- Three days programme to impart skills to the rural women and helping them to establish small businesses.

#### **3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?**

- The college has Extension Activity Cell, NSS Unit and Women Awareness Cell which together initiate programmes for society by involving the students of the college. Therefore it is through this institutional mechanism that students' involvements in various social movements/activities which promote citizenship roles are tracked.

- Information regarding social movement/activities of the students are also gathered through the institution's interactions with the students, alumni, parents and the media.

### 3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The stakeholders like members of the management and students are always invited and involved in almost all activities of the college. They express their views on the college in their lectures and personal talks on the basis of their experience, observation and expectation. The students are always encouraged to express their views through both formal ways like giving feedback and informal ways like speech in meetings and personal talks. Guardians meetings are also held in the college. Performance of the college is explained to the guardians and suggestions received. Since a good number of guardians are also alumni of this college they are very keen to collect information of college activities and express their views thereupon freely and in a very cordial manner.

### 3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

For planning and organizing the extension activities there is an extension cell in the college. Every year in the beginning of the session the cell chalk out their programmes for the year. Other programmes like relief works which are of urgent nature are taken up as and when needed. Performances of the last four years are as follows:

Year	Budget allocation	Programmes	Impact
2011-12 13 <sup>th</sup> to 20 <sup>th</sup> Nov.	Rs. 15, 000/-	Health awareness and medical check up	Teachers, students and some other persons had their health checked up by health specialist.
2012-13		NIL	
2013-14 on 29/10/2014	Rs. 2,385/-	Road cleaning programmes outside college campus	Cleanliness awareness developed among students encouraged by the teachers
2014-15 on 20/2/2015	Cloths collected and distribute d	Relief distribution for poor neighbouring people	The people were benefitted and awareness towards community development increased.
2015-16 on 21/8/2015	Rs. 1,050/-	Flood relief in college relief camp	Community development awareness increased
2015-16 On 09/09/2015	Rs. 500/-	“Moral Values” in Adarsha Uccha Madhaayamic Bidyalaya, Bijni among Class IX and X students.	Students got some moral values.
2015-16 On	Rs. 500/-	“Moral Values” in Gerukabari High School,	Students received some necessary lesson on moral values.

16/09/2015		Bijni among Class IX and X students.	
2015-16 On 10/10/2015	Rs. 500/-	“Socio-Economic vision” on • Women Awareness and self Employment. • Skill Development and Employment. • Moral Values and society, in Gerukabari (Chouhan para)	The women of the locality became aware of the various avenues for self employment. They also received some lessons on skill development for employment and also some moral values necessary for the society
2015-16 On 15/10/2015	Rs.2, 500/-	Adoption of village “Gender Equity” in Nadhiapara	•The village was formally adopted by Bijni College. •The collected villages became aware of the importance of women education and the need to eradicate gender disparity from society.
2015-16 On 14/11/2015	Rs. 2,000/-	Participated in Children’s Day Celebration in Bijni Courang Gudi L. P. School, Bijni	The children received some necessary information regarding the Children’s Day
2015-16 On 21/11/2015	Rs. 3,000/-	Environment and a plantation programme in Dakshin Bijni High School, Dangaigaon	•The children got knowledge regarding environment and its importance for our life. •Saplings of trees were planted in the school campus.
	Rs. 2,000/-	Street play against drug addiction	The people were made aware of drug addiction afflicting the present generation.
	Rs. 2,000/-	Socio economic study on Women	Data on Socio-Economic condition of women were collected for planning course of action to be initiated later.

**3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?**

The students and teachers are actively involved in regular extension activities. There is an Extension Activities Cell to plan and execute different extension activities with active support of the college authority. The cell normally implements all its programmes by itself. But on occasions the cell also involves the NSS Unit and the Women Cell of the college.

**3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?**

- The Economics department has undertaken a Mini Research Project to know the condition of social justice prevailing in the society.
- However, extension activities relating to the social justice, empowerment programmes

are regularly conducted by the extension cell of the college.

- Awareness programme by the Extension Activity Cell on “Socio Economic Vision” was held in Gerukabari Chouhan Para which was attended by 76 villagers. The programme included lectures on “Self Employment and Skill Development” of the Women and also on Moral Values for the health of the society.
- The cell also held an awareness programme in the adopted village Nadhiapara, Bijni on Gender Equity.
- Street play on Drug addiction afflicting the present generation was staged in a number of places in Bijni to make people aware about the rising malaise of addiction.
- A study under socio economic condition of women in Bijni was conducted to collect data to enable the cell to plan its future course of action.
- A camp was organized for the physically handicapped people of the surrounding areas in the college campus in collaboration with the Vocational Rehabilitation Centre For Handicapped, Guwahati under the Ministry of Labour and Employment (DGE&T) for checking, identification by competent Govt. doctors, registration of their bio-data in the Website of MLE, New Delhi for issuance of their certificate of disability.
- A few handicapped persons of the neighbouring area were guided by the college to the jobfair organized for recruitment of the handicapped in Guwahati and helped three of them find jobs.

**3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students’ academic learning experience and specify the values and skills inculcated.**

The objective of the extension activities is to make the students acquainted with the grassroot problems of the people and orient them towards setting up their minds to contribute as a responsible citizen in future. Through the programmes they inculcate the social political values enshrined in our society and the constitution. Their learning experience is strengthened through this.

**3.6.8 How does the institution ensure the involvement of the community in its outreach activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?**

In all its outreach programmes, the college ensures the involvement of the community in the following way -

- It first identifies the location of the programme with an advance assessment of the number of expected beneficiaries of the programmes to be undertaken.
- Then the regular students of the college from that locality are identified and organized to involve the local people that they are familiar with.
- For further assistance the alumni of the locality are also contacted.
- These local students of the institution and the alumni living there contact the Gaonburah or some prominent villagers.

- The teachers of the local primary school or the high school are also contacted to chalk out the programme.
- Day is fixed for the meeting of all the villagers in a suitable place wherein the members of Extension Cell would communicate their intention and objective behind it to the people. The Gaonburah, prominent members of the locality and the teachers are requested to speak out on their Socio-Economic problems.
- On the basis of all these discussions and involvement of the village community programmes are chalked out for implementation in the area.

**3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.**

The Extension cell of the college is implementing all its outreach programmes in collaboration with a number of primary and high schools of the area. The schools provide the venues for all its awareness programmes and meetings with the villagers. In its programme of the adoption of the Nadhiapara village the local primary school and all its teachers have been made an active part of this whole project.

**3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.**

The institution has not received any award so far for its Extension Activities or for its contributions to the social/community development

### **3.7 Collaboration**

**3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.**

The college is yet to build collaboration with any other institute and agencies.

**3.7.2 Provide details on the MoUs /collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.**

We have established a collaborative venture with the Vocational Rehabilitation Centre for Handicapped under the Ministry of Labour and Employment (DGE&T).

We have jointly held a camp on in the college campus for the registration of the handicapped persons residing in the neighbouring area for issuance of the important certificate required to enable them to avail all the facilities put in place by the State & Central Govt for their benefit. A huge publicity effort through the involvement of our students and distribution of leaflets and posters drew more than 150 handicapped persons to attend the camp. They were checked and their disabilities identified by the competent Govt. Doctors present on the occasion. At a later date they were given their respective certificates.

As a follow up action the names of some of these certificate holders were registered by the Extension Activity Cell of the college in the Website of the Ministry of Labour and Employment to enable them to participate in the Job fair organized for the handicapped people in Guwahati.

The effort bore fruit when 3(three) of them got job offers from MNC & Telecom giant.

Moreover, one of the faculty members of Economics department is the Financial Education Resource Person of Securities and Exchange Board of India (SEBI) who is supposed to conduct financial education workshop on behalf of SEBI for various categories of people like young investors, middle income groups, house wives, retired persons etc. The motive of collaboration of SEBI is not only to spread financial education amongst the people but also to save the people from various frauds prevalent now-a-days.

Such collaborative efforts and actions have immensely enhanced the prestige and reputation of the institution particularly in the aspect of its social involvement and responsibility.

**3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.**

No industry institution community relationship.

**3.7.4 Highlighting the names of eminent scientists /participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.**

List of conferences and seminar of last four years

Year	Conference/seminar	Eminent participants
2011-12	National Level workshop on Research Methodology, 5 <sup>th</sup> January, 2011	<ul style="list-style-type: none"> <li>•Prof. S.R. Mandal, M.B. University, West Bengal.</li> <li>•Dr. Bibha Bharali, Gauhati University.</li> </ul>
2012-13	UGC sponsored National Seminar on “Life and Music of Ganasilpi Bhupen Hazarika” 28 <sup>th</sup> & 29 <sup>th</sup> June, 2013	<ul style="list-style-type: none"> <li>•Dr. Bibha Bharali, Gauhati University.</li> <li>•Dr. Bikash Ray,</li> <li>•Dr. Shekhar Ganguli,</li> <li>•Dr. Dipak Kr. Ray, North Bengal University.</li> <li>•Dr. Swarnaprava Chainary, Gauhati University.</li> <li>•Dr. Phukan Basumatary, Rangia College.</li> </ul>
2013-14	Nil	Nil
2014-15	Workshop cum Awareness programme, 24 <sup>th</sup> March, 2015, Sensitisation on Biodiversity and Climate Change	Somyadeep Dutta, Director Natures Foster.
	UGC sponsored National Level Workshop, 25 <sup>th</sup> June, 2015, “Indian Cork Industry and Assamese Puppet Dance”	<ul style="list-style-type: none"> <li>•Prof. Sib Ranjan Misra, Viswa Bharati Viswavidyalaya.</li> <li>•Dr. Prabin Boro, Gauhati University.</li> <li>•Dr. Anil Boro, Gauhati University.</li> </ul>
	UGC sponsored national level seminar, 26 <sup>th</sup> & 27 <sup>th</sup> June, 2015, “Life and works of Lakshminath Bezbaroa.”	<ul style="list-style-type: none"> <li>•Prof. Umesh Deka, Gauhati University.</li> <li>•Dr. Bibha Bharali, Gauhati University.</li> <li>•Dr. Swarnaprava Chainary, Gauhati University.</li> </ul>

**3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated.**

No linkage collaboration and MoUs so far concluded.

- a. Curriculum development/ enrichment
- b. Internship/On-the-job training
- c. Summer placement
- d. Faculty exchange and professional development
- e. Research
- f. Consultancy
- g. Extension
- h. Publication

- i. Student Placement
- j. Twinning programmes
- k. Introduction of new course
- l. Student exchange
- m. Any other

**3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.**

No planning exists in this regard so far.

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

**Criterion IV: Infrastructure and Learning Resources**

**4.1 Physical Facilities:**

**4.1.1 What is the policy of the institution for creation and enhancement of infrastructure that facilitate effective teaching and Learning?**

The policy of the institution in regard to creation and enhancement of infrastructure that facilitate effective teaching and learning has been to create more classroom space for the growing number of students resulting from the introduction of more courses. The college management is also looking to put in place an infrastructure to facilitate teaching in a technology mediated classroom environment.

To create new infrastructure facilities as well as to maintain and undertake repair works on the existing infrastructure, the college authority chalks out plans with approval from the G.B of the College.

For implementation of plans, the institution approaches different funding agencies like UGC, State Government, and BTAD authority and occasionally from M.P and M.L.A fund also.

**4.1.2- Detail the facilities available for:**

a) Curricular and co curricular activities ---

• Class Room	24 rooms
• Technology enabled learning space	2 classrooms equipped with Smart Board, Fixed overhead Projector and computers.
• Seminar Hall	1
• Tutorial space	The Master routine is made in such a way that all rooms are available for tutorial classes.
• Laboratories	5
• Botanical Garden	1
• Fishery	1
• Specialized facilities and equipment for teaching ,learning and Research etc.	Computer labs with Internet connectivity, access to INFLIBNET (NLIST), Projectors, Digital boards, Smart Rooms, e-resources in the library, digital catalogue of books in the library.
• Smart Board	2
• LCD Projector	4

• Xerox Machine	5
• Computer Laboratory	20 Computer with Internet connectivity, Printer.
• Rooms for the departments	10 rooms

**b) Extracurricular activities -**

• Sports/play ground	1 big play ground
• Outdoor and indoor games	All the outdoor games are played in the college play ground.
• Gymnasium	1
• Auditorium	1
• NSS	1
• NCC	Nil
• Cultural activities (Musical instruments)	Harmonium, Tablas, Guitar, Dhol.
• Public speaking facilities (mike set, sound system etc.)	2 sets of mike and sound system.
• Communication skills development	Carrier Guidance Counselling cell organises all its communication skill development programmes in the Auditorium.
• Yoga	The Yoga classes are held in the auditorium.

**4.1.3- How does the institution plan and ensure that the available infrastructure is in line with its academic growth and it's optimally utilised? Give specific examples of the facilities developed/Augmented and the amount spend during the last four years (Enclose master plan of the Institution/campus and indicate the existing physical infrastructure and the future planned expansions if any).**

The Institution utilises the existing space optimally and plans judiciously to enhance and develop the existing resources so as to cater to the growing needs of increasing number of students resulting from the introduction of new courses and the growing role of computer and technology in the teaching learning process.

**Specific examples of the infrastructure facilities developed augmented and the amount spent during last four years**

Sl. No.	Year	Facilities developed	Amount
1	2011-12	Building Construction	1347358.00
		Furniture	129025.00
		Computer	28050.00
		Equipments	181170.00
<b>TOTAL</b>			<b>1685603.00</b>
2	2012-13	Building Construction	1707319.00
		Electrical materials with repairing	57417.00
		Biometric Device	107236.00
		Equipments	126083.00
<b>TOTAL</b>			<b>1998055.00</b>
3	2013-14	Building Construction	492789.00
		Boundary wall construction	972675.00
		Electric materials with repairing	63341.00
		Computer	293941.00
		Water Filter	12825.00
		Furniture	100884.00
		Equipments (Science)	68663.00
<b>TOTAL</b>			<b>2005118.00</b>
4	2014-15	Building Construction	5485798.00
		Furniture	136176.00
		Computer	405300.00
		C.C. Camera	54800.00
		Xerox Machine	87600.00
		Equipments	120980.00
<b>TOTAL</b>			<b>6290654.00</b>

**4.1.4 How does the Institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?**

The Institution provides the basic facilities like easy access to class room (through plain ways instead of stairs) for the differently abled students. There are ramps in all the blocks.

**4.1.5 Give details on the residential facility and various provisions available within them:**

**Hostel facility—there are two hostels -**

- Boy's Hostel with accommodation for - 25 boys.
- Girl's Hostel with accommodation for - 30 girls.

**Recreational facilities, Gymnasium, Yoga centre etc.**

- Boy's common Room - nil
- Girl's Common Room - nil
- Gymnasium - nil

**Computer facility including access to internet in Hostel -**

- Yes, the girls' hostel boarders can access internet through Wi-Fi.

**Facilities for medical emergencies**

- First aid facility within the campus.
- The medical officer of the Government Dispensary of Bijni is called on in emergencies.

**Library facility in the Hostel**

- Presently there is no library facility in the hostel, but news papers are available in the hostel.

**Internet and Wi-Fi facility**

- The boarders can access internet through Wi-Fi.

**Recreational facility - Common room with audio visual equipment.**

- Girls common room fitted with T.V.
- Boys common room fitted with T.V.

**Available residential facility for staff and occupancy ---**

- The hostel warden is provided with accommodation in the hostel.
- The cooks with his assistant and the security guard are also provided with rooms for their accommodation, but they prefer to stay at their homes.

**Constant supply of safe drinking water –**

- The hostels are provided with safe drinking water. Aquaguard machine has been installed to provide safe drinking water to the inmates.

**Security –**

- The college has signed an agreement with a private security service to provide a security guard to man the main gate of the girls' hostel.

**4.1.6 What are the provisions made available to students and Staff in terms of health care on the campus and off the campus.**

- Periodic health checkups of the students and staff are done in the college campus through the Health camps organized by the Health cell.
- First-aid box for any emergency is kept in the hostel.
- The local Govt. Hospital is situated very close to the college.

**4.1.7 Give details of the common facilities available on the campus spaces for special unit like IQAC ,Grievance Redressal Unit, Women's Cell, Counselling and Career guidance, Placement Unit, Health centre, Canteen, Recreational spaces for staff and students ,safe drinking water facility, , auditorium etc.**

- **IQAC:** There is a room for IQAC office with computer, internet connections through Broadband as well as dongle, printers, scanners, almirahs and racks.
- **Grievance Redressal Cell** – The cell operates from the IQAC office.
- **Unit of Counseling and Career Guidance:** The Career Guidance and Counseling cell is provided with an office space furnished with a computer with internet connections, reprographic machine, Printers and a big notice board.
- **Canteen:** The College Canteen is located near the college gate.
- **Recreational spaces for students** –
  - The girls and boys students have their respective common rooms fitted with T.V.
  - The staff has their own common room fitted with a computer with internet connections and a T.V.
- **Safe drinking water** – Three aqua guard machines and two cool water machines have been installed in different locations of the college to provide safe drinking water to staff and students.
- **Auditorium** - 01 (One)
- **Parking space for students and teachers:** 1) Bi-cycle parking space for the students.  
2) Car parking for teachers and staffs.
- **Power Generator :**
  - Inverter – 8 (eight)
  - Online UPS - 01 (One)
  - Diesel generator - 02 (Two).
- **Mike Set** - 02 (Two)
- **Gymnasium** : 01 (One)
- **Play Ground** : 01 (One)
- **Grievance Redressal Unit** : Grievance Box and Website for placing complaints.

## 4.2 Library as a Learning Resource

### 4.2.1 Does the library have an Advisory committee? Specify the composition of such a committee. What significant initiatives have implemented by the committee to render the library, student/user friendly?

Yes, there is a library Advisory committee in the college as per state Govt. direction with the following composition:

<b>Dr. B.G Basumatary</b>	<b>Chairman</b>
<b>Opurbo Daimari</b>	<b>Member Secretary</b>
<b>K Pathak</b>	<b>Member</b>
<b>Sanjita Ray</b>	<b>Member</b>
<b>Gwgm Brahma Kochary</b>	<b>Member</b>

The committee takes all the necessary decisions regarding the purchase of books and journals for the library and all other aspects of the library like space and reading room facility, automation of the library database, browsing centre, furniture, computers, copier machines etc

### 4.2.2 Provide details of the following:

*Total area of the Library (in Sq. Mts)	:	<b>2164 Sq. Mts</b>
*Total seating capacity	:	<b>50</b>
*Working hours		
On working days	:	<b>9 A.M to 5 P.M</b>
On holidays	:	<b>Closed</b>
Before examination days	:	<b>9 A.M to 5 P.M</b>
During examination days	:	<b>9 A.M to 5 P.M</b>
During Vacation	:	<b>9 A.M to 5 P.M</b>
*Layout of the library		
Individual reading carrels	:	<b>No</b>
Lounge area for browsing and relaxed reading	:	<b>No</b>
IT zone for accessing e-resources	:	<b>No</b>

### 4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Procurement of books is done by the college library regularly after following the book selection procedure. Books are generally selected by the faculty members, consulting the publisher's catalogue and order placed to the supplier/ vendor. Journals are procured from the publication authority directly.

A book, after completing the journey from the bookseller/ publishers house to the Library, goes through some processing /technical works like accessioning, labelling, classification and cataloguing etc. Thereafter the book is placed in the stack and ready for use by the readers.

Library holdings	Year – 1		Year – 2		Year – 3		Year – 4	
	Number	Total Cost						
Text Books	486	97350.00	309	145250.00	164	53660.00	55	43450.00
Reference Books	807	136718.00	484	170907.00	213	69303.00	113	47923.00
Journals/ Periodicals	11	4020.00	10	3840.00	16	10670.00	11	9440.00
e-resources	--	--	--	--	--	--	--	--
Any other (Specify)	--	--	--	--	--	--	--	--

**4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?**

- OPAC: **yes**
- Lan: **Yes**
- Electronic Resource management package for e-journals: **No**
- Federated searching tools to search articles in multiple databases: **No**
- Library Website: **No separate website for the library (Included in College website)**
- In-house/ remote access to e-publications: **No**
- Library automation: **Library automation is in progress by using SOUL software package.**
- Total number of computers for public access: **03**
- Total number of printers for public access: **01**
- Internet band width/ speed: **100mbps**
- Institutional Repository: **Nil**
- Content management system for e- learning: **Nil**
- Participation in resource sharing networks/ consortia (like INFLIBNET): **Yes (NLIST)**

**4.2.5 Provide details on the following items:**

- Average number of walk-ins : **60**
- Average number of books issued/returned : **30-40**
- Ratio of library books to students enrolled : **19 Books per Student**
- Average number of books added during last three years: **760**
- Average number of login to opac (OPAC) : **Nil**
- Average number of login to e-resources : **03**

- Average number of e-resources downloaded/printed : **03**
- Number of information literacy trainings organized : **Nil**
- Details of “weeding out” of books and other materials: **Not done**

**4.2.6 Give details of the specialized services provided by the library**

- Manuscripts : **Nil**
- Reference : **Yes**
- Reprography : **Yes**
- ILL (Inter Library Loan Service) : **No**
  
- Information deployment and notification (Information deployment and Notification) : **Yes**
- Download : **Yes**
- Printing : **Yes**
- Reading List/ Bibliography compilation : **Yes**
- In-house/ remote access to e-resources : **No**
- User orientation and awareness : **Yes**
- Assistance in searching databases : **Yes**
- INFLIBNET/ IUC facilities : **Yes (NLIST)**

**4.2.7 Enumerate on the support provided by the library staff to the students and teachers of the college.**

The support provided by the library staffs to the students and teachers are as follows:

- Reprography
- Provision of suggestion box
- Display of new arrivals
- Question bank of the past exams
- Newspapers and Magazines
- Internet service
- Helping the users to find books in the book shelves

**4.2.8 What are the special facilities offered by the library to the visually/ physically challenged persons? Give details.**

Since the percentage of such students in the college is very few, there is no special facility for such students in the library. However the library provides help according to their needs.

**4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)**

The library has a suggestion box inside the library for its users. So feedback from the users is analysed and actions are taken.

### 4.3 IT Infrastructure

#### 4.3.1. Give details on the computing facility available (hardware and software) at the institution.

##### Number of computer with configuration –

- No. of Desktop – 41 (forty one) with 500 GB HDD and 2GB Ram.
- No. of Laptop – 18 (eighteen) out of which 4 with 500 GB HDD and 2GB Ram and the rest are of 250 GB HDD and 2GB Ram.

Computer student ratio	:	1:46
Stand alone facility	:	02 (two)
LAN facility	:	Nil
Wi-Fi facility	:	D-Link and i-baton router. Available all over the Campus.
Licensed software	:	Nil

Number of nodes/ computers with Internet facility: 39 (thirty nine) computers

#### 4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off campus?

On campus computer and internet facilities made available to the students are

- 20 (twenty) Desktop computers in the computer lab.
- Internet access through the browsing center in the library.
- The Laptops of the department are also often made available to the students for certain academic purposes.

On campus computer and internet facility made available to the faculty –

- The computer labs.
- The laptops of the department.
- The browsing centre of the library.

#### 4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

- To purchase and install appropriate software for the office for its full computerization.
- To establish LAN facilities.
- To install computer in all the class room to be able to conduct technology mediated classes.
- To strengthen the present Wi-Fi facility and make it available for all the students.
- To enhance the power backup from its current capacity.

**4.3.4. Provide details on the provision made in the annual budget for procurement, up gradation, deploying and maintenance of the computers and their accessories in the institution (year wise for last four years)**

Sl. No.	Heads	Years	Amount of Budget	Amount actually utilized	% of Budget utilization
1	Computer and their accessories	2011-12	28050.00	28050.00	100%
		2012-13	---	---	----
		2013-14	293941.00	293941.00	100%
		2014-15	517200.00	517200.00	100%
<b>TOTAL</b>			<b>839191.00</b>	<b>839191.00</b>	

**4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/learning materials by its staff and students?**

- The institution has provided one laptop each to all the departments to develop computer aided teaching learning materials by the faculty.
- Two Smart rooms equipped with Smart board, fixed overhead projectors and a computer in an integrated way have been made available to the faculty to conduct classes in a technology mediated environment.
- In-house faculty development programme are organized by the IQAC to impart skills and training to the teachers in the use of ICT resources.
- The students are imparted computer skills.
- The students are encouraged to prepare and present their papers in the PowerPoint mode in the departmental seminar.

**4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching-learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the students at the centre of teaching –learning process and render the role of a facilitator for the teachers.**

The fact that the student has assumed the centre of teaching/learning process and the teacher a facilitator can be seen on the following occasions -

- Before every departmental seminars of the major students the whole class is divided into a number of groups. Each group is free to take up any topic of their choice within a given area. Each group is allotted a guide. The guide tells them the kind of materials they would require for the preparation of their papers and provide them a list of websites where they can find the necessary materials. The student accordingly searches the internet and gathers material suitable for their purpose.
- The students are more and more getting in the habit of presenting their seminar papers in the power point mode. It is generating a lot of interest and interactions amongst the participants.

**4.4.1 How does the Institution ensure optimal allocation and utilisation of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?**

The Institution makes adequate arrangements for the maintenance and upkeep of the infrastructure facilities of the Institution.

**Expenditure in Different Heads during last four years**

Sl. No.	Heads	Years	Amount of Budget	Amount actually utilized	% of Budget utilization
1	Building Construction	2011-12	1347358.00	1347358.00	100%
		2012-13	1707319.00	1707319.00	100%
		2013-14	1465464.00	1465464.00	100%
		2014-15	4673306.00	4673306.00	100%
<b>TOTAL</b>			<b>9193447.00</b>	<b>9193447.00</b>	
2	Furniture	2011-12	129025.00	129025.00	100%
		2012-13	---	---	---
		2013-14	100884.00	100884.00	100%
		2014-15	136176.00	136176.00	100%
<b>TOTAL</b>			<b>366085.00</b>	<b>366085.00</b>	
3	Equipments	2011-12	181170.00	181170.00	100%
		2012-13	233319.00	233319.00	100%
		2013-14	---	---	100%
		2014-15	250000.00	250000.00	100%
<b>TOTAL</b>			<b>664489.00</b>	<b>664489.00</b>	
4	Computer	2011-12	28050.00	28050.00	100%
		2012-13	---	---	100%
		2013-14	293941.00	293941.00	100%
		2014-15	517200.00	517200.00	100%
<b>TOTAL</b>			<b>839191.00</b>	<b>839191.00</b>	

**4.4.2 What are the Institutional mechanism for maintenance and upkeep of the infrastructure, facilities and equipment of the College?**

The different levels of mechanisms for maintenance and upkeep of the infrastructure facilities and equipment of the college as follows-----

- There is a campus maintenance committee which monitors the maintenance and cleanliness of the whole campus.
- One appointed sweeper is there for cleaning the campus and the sanitary system (toilets) of the Institution.
- The electrical equipment and other electronic devices are frequently checked and repaired by the electricians and technicians.
- Special care is taken to maintain the electrical and other sophisticated equipments during rainy season (to protect from lighting and thunder.)
- Laboratory equipments are maintained by the bearers of the respective department. If necessary technicians are engaged to repair the same.
- The overall maintenance of the College is monitored by the college authority.

**4.4.3 How and with what frequency does the Institute take up calibration and other precision measures for the equipment and instruments?**

The calibration and other precision measures for equipments are undertaken by the College authority regularly/as and when necessary.

Laboratory equipments are annually checked and maintained by the technicians.

**4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuation, constant supply of water etc.)?**

For constant supply of power to the various units of the college where power supply is required at a constant level an electrician has been appointed on a contractual basis to look after the whole electrical network.

The aqua guards and the cool water supply machines are located at some convenient places for their easy access to the students and staff. These machines are regularly maintained by the technicians of the company manufacturing them.

**4.4.5 Any other relevant information on infrastructure and learning resources which the college would like to include?**

- The students have access to free of cost internet facility.
- Parking space for staff and students.
- CCTV cameras are installed in the College campus.
- Generator facility is provided for office use.
- Overhead projector
- Solar plate installation for lighting out in the Girl's hostel of the College.

## **CRITERION-V: STUDENT SUPPORT AND PROGRESSION**

### **5.1 Student Mentoring and Support**

#### **5.1.1 Does the institution publish its updated prospectus/handbook annually? If yes, what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?**

The institution does publish the updated prospectus before the admission every year. The prospectus underlines the detail information of the following features:

- Mission and Vision.
- Available Courses, their Structures, Admission Procedure, fee structure etc.
- Instruction of subject combination
- Regulation of semester System
- Resources and Practices:
  - a) Hostel Facility
  - b) Gymnasium
  - c) Library
  - d) Canteen
  - e) Games and Sports
  - f) NSS
  - g) Bharat Scouts and Guides
  - h) Student Aid Funds
  - i) Publication Cell
- Information of Distance Courses:
  - a) KKHSOU
  - b) IDOL
- Faculties and Non-teaching staff
- Rules and regulation within the campus and its governance

The institution ensures the commitment and the accountability mentioned in the prospectus by the following measures:

- Induction Programme of the newly admitted students.
- Regular Monitoring by the College Authority and its academic in-charge.
- Strictly following academic calendar of the University.
- Conducting the Sessional Examinations, Unit test, Class test etc.
- Organizing different academic and co-curricular activities like seminar, Workshop, Group Discussion etc.
- Organising various programmes to develop skills of the students- Computer skill, knowledge of methodology, PowerPoint presentation etc.
- Internal Academic Audit to ensure full implementation of the curriculum by the departments.
- Engaging the students in the Mini research project under taken by the departments.

- Developing leadership qualities and inculcating a sense of Social responsibility by engaging the students in the Women Cell, Extension Cell, NSS.
- Participating in inter-College competitions.
- Providing career counseling etc.
- Providing and upgrading the basic minimum facilities to the students.

**5.1.2 Specify the type, number and amount of institutional Scholarships/ free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?**

The college provides scholarships to its SC, ST and OBC students under the financial assistance of the state Government of Assam. The details of the scholarships given to the SC, ST and OBC students during the last four years are given below-

Session	ST	SC	OBC/ MOBC	Total	Sanction Amount (Rs.)
2010-2011	ST(F)			251	8,92,720.00
	ST(R)			167	9,41,970.00
	B.A.3 <sup>rd</sup> year			98	4,14,630.00
		SC(F)		43	1,53,905.00
		SC(R)		05	32,300.00
			OBC	49	1,54,840.00
				613	25,90,365.00
2011-2012	ST(F)			321	14,59,350.00
	ST BA 3 <sup>rd</sup> year			94	6,07,440.00
		SC(F)		57	2,57,560.00
		SC(R)		22	1,32,530.00
		SC BA 3 <sup>RD</sup> Year		04	23,280.00
				498	24,80,160.00
2012-2013	ST BA 3 <sup>rd</sup>	-	-	150	10,32,300.00
	-	-	-	46	2,90,860.00
	-	SC BA 3 <sup>RD</sup>		17	1,16,450.00
		SC(R)		46	2,90,860.00
		SC(F)		33	1,84,630.00
				246	15,74,240.00
2013-2014	ST(F)			306	18,35,550.00
	ST BA 3 <sup>rd</sup>			216	16,34,940.00
		SC(F)		68	4,13,120.00
		SC BA 3 <sup>rd</sup>		41	3,09,640.00
				631	41,93,250.00
2014-2015		SC(F)		64	3,92,440.00
2015-16	ST(F) B.A./B.Sc.			282	17,13,390.00

Yes, financial assistance has been disbursed on time.

### **5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?**

At present no financial assistance are provided by the state government, central government and any other national agencies.

### **5.1.4 What are the specific support services/facilities available for?**

#### ➤ **Students from SC/ST/OBC and economically weaker sections.**

- The students belonging to SC/ST & OBC are identified during admission process and records maintained. State and central governments' scholarships are given to the students.

#### ➤ **Students with physical disabilities.**

- Reservations for physically handicapped students are maintained as per State Government Policy and UGC notifications. They are given special care and attention.
- Provisions of ramps are available in all the blocks of building in the college.

#### ➤ **Overseas students**

- At present there is no overseas student in the college.

#### ➤ **Students to participate in various competitions/National and International.**

- Students are encouraged and guided by the teachers to participate in various cultural and sports competitions at college & university levels & district levels & state levels.
- Students with potential to participate in various national and international competitions are selected on the basis of performance in college events.
- Exemptions in class attendance for students participating in various competitions.
- Dates of sessional examinations are also rearranged, if necessary, for such students.

#### ➤ **Medical assistance to students: health centre, health insurance etc.**

- The institution is concerned for health and hygiene of the students. The college has full-fledged gymnasium for physical fitness of the students.
- Purified cold water facilities are available at college premises.
- First-aid facilities are available for students in case of emergency.

#### ➤ **Organizing coaching classes for competitive exams.**

- NIL.

#### ➤ **Skill development (spoken English, computer literacy, etc.,)**

- College regularly conducts Personality Development Programme through Career Guidance and Counseling Cell.
- Three month certificate course on Computer Hardware and Software conduct by TOOL ROOM & TRAINING CENTRE, a Govt. of India Society under Ministry of Micro, Small & Medium Enterprises.
- Training to students on computer literacy is organized on various occasions.

- Coaching on arithmetic is provided to the sixth semester students to enhance their employability.
- **Support for “slow learners”**
  - Special attention is given for slow learners through special and tutorial classes.
  - With the financial assistance from the UGC the teachers have taken remedial classes for the slow learners.
  - More learning materials are provided.
- **Exposures of students to other institution of higher learning/ corporate/business house etc.**

Students take part in the Inter-college level students’ seminars held in the campus of other institutions of higher learning.

Students are also taken to the University campus or the campus of other institutions of higher learning for their participation in the musical, athletics or games competition held there.
- **Publication of student magazines**
  - The college publishes its annual magazine “Bijni College Annual Magazine” The magazine is published under the supervision of an editorial board. The magazine publishes various items in English, Assamese, Bodo and Bengali language.
  - The departments also publish their departmental wall magazine to display the creative and critical talent of the students.

#### **5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills among the students and the impact of the efforts?**

The college has a Career Guidance and Counselling Cell which regularly organises various programmes to develop the entrepreneurship skill of the students. They are exposed to various workshops, training programmes organised by the various departments to inculcate in them the skill and spirit of entrepreneurship. Departments also organise industrial field trips with the same purpose. A list of such programmes organised by the institution is enlisted below-

- Workshop on the Indian Cork Industry and Assamese Puppet Dance.
- Field trips to Birhjhora Tea estate, Bongaigaon, Terracotta industry in Asharikandi Dhubri district organized by the department of Economics.

#### **5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.**

The institution encourages the promotion of extracurricular and co-curricular activities among the students by providing supervising committees, cells and teachers to organise and participate in such activities in and outside the institution. The institution participates in various inter-college competitions to facilitate the extracurricular and co-curricular activity of the

students. The respective cells namely sports, cultural, literary etc. looks after the requirements of the students as well as the necessary infrastructure like sports items, uniform, musical instruments etc in collaboration with the Students Union Body. The achievers in such activities are formally felicitated in the college. Their absence in the academic sessions during the competitions is relaxed.

**5.1.7 Enumerating on support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGCNET, SLET, ATE/CAT/GRE/TOFEL/GMAT/Central/State services, Defence, Civil Services, etc.**

The students are counselled by the career guidance and counselling cell providing information and training for various competitive examinations regularly.

**5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)**

The institution has permanent career guidance and counselling cell. It provides the students a regular excess to information and counselling regarding academics and career.

It provides updates on employment news through the display board and page in social media under the banner “Bijni College Career Guidance and Counselling Cell”.

It also provides counselling to the students in academic, personal, career and psycho – social matters every now and then.

The cell also provides pre-admission counselling to the aspiring students in selecting their combination of subjects.

**5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If ‘yes’, detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interview by different employers (list the employers and the programmes)**

Yes, the institution has a structured mechanism for career guidance and placement. The career guidance and counselling cell imparts help to the students in this regard. Every Saturday the registered students of the cell are provided counselling and training in preparing them how to face interviews. Occasionally, lectures and counselling programmes are also held with the co-operation of invited experts from outside.

**5.1.10 Does the institution have a student Grievance Redressal Cell? If yes, list (if any) the grievances reported and redressed during the last four years.**

Yes, the institution has a student’s Grievance Redressal Cell. The cell collects grievances in written form in the boxes provided for the same. The cell regularly holds meetings with the students to create awareness about the cell. The grievances are received from the students and forwarded to the college authority for necessary action during last four years are as follow-

Sl. No.	Grievance Reported	Redressed
1.	Lack of toilet facilities	Additional toilet facilities installed
2.	Lack of proper drinking water	Cool drinking water facility installed
3.	Lack bicycle/motor cycle stand for students	New cycle/motor cycle constructed
4.	Bad odour from toilet reported	Exhaust fan installed in toilets
5.	Lack of infrastructure in girls' common room	Proper infrastructure like furniture etc. provided.

**5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?**

On the basis of the constitutional provisions, the college has a Anti-Sexual Harassment Cell. The committee consists of two members from teaching staff, two members from non-teaching staff, one co-opted woman member of the locality. The committee has more than three women members. The Cell receives the complaints within seven days of the incident. After receiving the complaints the Cell investigates the incident and forwards the inquiry report and recommendation to the authority within one month of the date of start of the inquiry. If the report of harassment is proved the culprit might be liable for punitive disciplinary action ranging from giving warning to rustication from the college.

**5.1.12 Is there anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?**

Yes, there is an anti-ragging committee in the college. In addition to this, in the college prospectus itself, a stern warning is given to the students against the violation of the law. The college has the pride in saying that there is no case of ragging being reported in the last four years.

**5.1.13 Enumerate the welfare scheme made available to students by the institution.**

The detail of the welfare schemes that are made available to the students by the institution is given below-

**Hostel and Canteen:**

- The College has hostel facility for both boy and girl students.
- The College has also a canteen providing hygienic food at subsidized rates.

**Career Guidance and Counselling Cell:**

- The College has Career Guidance and Counseling Cell helping the students in preparing for the interviews, imparting information of employment training in personality development etc.

- The CGCC is imparting a free three months certificate course on Computer Hardware to the ST and SC students.
- The CGCC is imparting laptop repairing certificate course for SC/ST students.
- The CGCC also arranges Coaching Programmes for Competitive Examinations to the students through short term courses.
- The cell also arranges programs / workshops like Workshope on Rescue Skill in Disester management, Personality Development Programme.

### **Grievance Redressal Cell:**

- The College has a Grievance Redressal Cell. It collects, observes and reports the grievances of the students to the administration for solution.

### **Library:**

- The college has a well equipped library with well over 33, 642 (thirty three thousand six hundred forty two) thousands of books and journals.
- It provides Internet facilities to the students to access the e-resources available in the Net.

### **Anti Sexual Harassment Cell:**

- There is an anti sexual harassment cell in the college looking after the sexual harassment related issues among the girl student.

### **Anti Ragging Committee:**

- The College has an anti ragging committee to report and resolve the ragging related incidents. It takes stern action against students found involved in such incidents.

### **Scholarships:**

- Provisions of scholarship from State and Central Governments are made available for SC, ST, OBC and minority students. They are made aware of such scholarships through counseling and notice boards.

### **Sports facility:**

- The College provides infrastructure and equipments for various sports.
- The colleges also have a gym and a physical instructor to guide the students for physical fitness.
- It has a spacious and well prepared field for outdoor sports.

### **Common Rooms:**

- The College has well furnished common rooms for both boy and girl students.

**NSS:**

- The College has NSS which works for the development of the students through community service.

**5.1.14 Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?**

The college has an Alumni Association since 2004. Its registration is under process. The association has been co-operating actively in the all-round development of the institution.

The Alumni association is initiating a number of steps for the benefit of the present students of the college and the whole student community of the surrounding areas.

- On 20<sup>th</sup> March, 2016 the Alumni Association of Bijni College organised a daylong career counseling session in the college auditorium for the benefit of the students particularly the 6<sup>th</sup> Semester students of the college. The session was conducted by 2 (two) eminent Career Counselors Santanu Kaushik Barua and Pratima Kaushik Barua based in Guwahati. Altogether more than 300 students attended the programme and availed the occasion to know the career options available to them after their graduation and the way to prepare for them.
- Kaushik Saha , an alumni of Bijni college and now a banker presented a talk on job prospect in the banking sector and the way the students need to prepare to go through the selection process for the same.
- At present the alumni association is engaged at implementation of a grand design to pull the children and youths of the district from out of its educational backwardness by providing free tutorial classes to the class 10 and 12 students of 28 high and higher secondary schools located in the neighboring places.

## 5.2 Student Progression

**5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.**

Student Progression	Percentage
UG to PG	30%
PG to M. Phil	
PG to PhD	
Employed	20%
Campus Selection	
Other than Campus recruitment	20%

**5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/ batch wise detail in stipulated by the university). Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the colleges of the affiliating university within the city/district.**

Last four years pass percentage is as follows-

Year	B.A	B.Sc.
2011-2012	58.4%	56.2%
2012-2-13	71.2%	100%
2013-2014	55.1%	80%
2014-2015	58.9%	100%

**5.2.3 How does the institution facilitate student's progression to higher level of education and /or toward employment?**

The college facilitates students' progression to higher level of education and towards employment through counselling and motivation both by the career guidance and counselling cell and by the individual teachers. Seminars and workshops are held in the college in this regard every now and then to create awareness and motivate the students for higher education and employment.

**5.2.4 Enumerate the special support provided to students who are at risk of failure and dropout?**

The institution addresses the dropout and failure of students very seriously. The students who are at risk of failure and drop out are regularly provided with tutorial and remedial classes to

overcome the problem of slow learning. Besides, they are also given counselling formally and informally by the career guidance and counselling cell and individual teachers respectively.

### 5.3 Students Participation and Activities

#### 5.3.1 List the range of sports, games, cultural and other extra-curricular activities available to students. Provide details of participation and programme calendar.

- The institution provides various sports facilities to the students namely cricket, football, table tennis, handball, volley ball etc.
- The college has its own gymnasium provided with necessary facilities for physical fitness of the students. A physical instructor has been appointed to provide proper guidance to the students in the gymnasium.
- Musical instruments have been provided for students who are interested in music, dance, etc.
- Students are encouraged to perform drama and other cultural activities so that they can participate in cultural competition in the college week and inter college cultural competitions.
- Students regularly participate in college week and inter-college competition in sports and cultural events.
- Sports and cultural activities calendar is prepared for annual college week.
- Students participated in Gauhati University Inter College music and Drama competition held at B.H. College, Howly, 2015. Nabanita Basumatary of B.A. secured second position in folk song in the said competition.
- Gauhati University Inter College Football tournament, 2015 was held at our college with participation of 22 teams in the competition. The Bijni College football team also participated in the competition and they performed well.

#### 5.3.2 Furnish the details of major students achievements in co-curricular, extracurricular and cultural activities at different levels: university/ State / Zonal/ National/ International, etc. for the previous four years.

- Best paper and presentation award won by Bijni College students in the students seminar organized by Abhayapuri College in 2015.
- Nabanita Basumatary a student of Bijni College secured second position in folk song in the Gauhati University Inter College Music and Drama competition held in B.H. College in 2015.

#### 5.3.3 How does the college seek and use data and feedback from its graduates and employers to improve the performance and quality of the institutional provisions?

The institution follows the following system of data and feedback collection to improve the performance and quality of the institutional provisions.

- IQAC formally collects feedback from the alumni regarding different aspects of the college and any suggestion they would like to make.
- After the analysis of the feedback a report is prepared to be handed over to the Principal.
- The Principal convenes meeting to take reformatory action.

- The institution also welcomes feedback from its Alumni meets, Parent meets and from its pages in social media informally. Such suggestions are considered by the authority for future plans and growth of the institution.

### 5.3.4 How the college involves and encourages students to publish materials like catalogues, wall magazines and other materials? List the publications/ materials brought out by the students during the previous four academic sessions.

The college involves and encourages students to publish college magazine, wall magazine etc.

The student's union body has its magazine secretary who takes proper steps to publish the annual college magazine. In this regard an editorial body is constructed with faculty members for each issue of college magazine.

- Various departments of the college publish their own wall magazine in each session to encourage the students to improve their writing habits and enhance knowledge.
- During annual college week festival various competitions of literary activities take place such as poem writing, story writing etc. the best poem or stories are published in the annual magazine.

Name of Wall Magazine	Department
Assamese	Spondon
Bengali	Collage
Bodo	Bibar
Botany	Nahar
Chemistry	Catalyst
English	Elixir
Education	Jigyasa
Economics	Eco-View
History	Rang Ghar
Philosophy	Nirvana
Political Science	Memoir
Physics	The Image
Zoology	Life
Mathematics	

**5.3.5 Does the college have a Student Council and any other similar body? Give details on its selection, constitution, activities and funding.**

Yes, the college has Student's Union which is formed in accordance with its constitution. Every year elections to the Union Body are held in which each students of the college cast his/her vote to elect office bearer to the Union.

The Union is composed of the following office bearers.

- President.
- Vice President
- General Secretary
- Assistant General Secretary
- Secretary for Outdoor games
- Secretary for Indoor games.
- Secretary for Cultural Activities
- Secretary for Social service
- Secretary for Fine Arts
- Secretary for Literary Activities
- Secretary for Debate and Symposium
- Secretary for Girls Common Room
- Secretary for Boys Common Room
- Class Representative for H.S. 1<sup>st</sup> Year
- Class Representative for H.S. 2<sup>nd</sup> Year
- Class Representative for T.D.C. 1<sup>st</sup> Year
- Class Representative for T.D.C. 2<sup>nd</sup> Year
- Class Representative for T.D.C. 3<sup>rd</sup> Year

**Major Activities of the Students' Union:**

- Organizing Freshmen Social of the college.
- Conducting the Annual College Week Festival of the College.
- Organizing functions like Teachers' Day, Saraswati Puja etc.
- Organizing meetings amongst students and between faculty and students as well as between the Principal and the students to resolve various issues related to students.
- Organizing cleanliness drive with in the college campus.
- Publication of Annual College Magazine of the students.
- Preventing ragging in the campus.

Funding of the activities of the Students' Union comes from the contributions the students make at the time of their admission.

**5.3.6 Give the details of previous academic and administrative bodies that have student representatives on them.**

The various academic and administrative bodies that have students' representatives on them are:

The IQAC

- Editorial board of Annual College Magazine.
- Anti ragging committee.
- Grievance Redressal Cell.

**5.3.7 How does the institution network and collaborate with Alumni and former faculty of the institution. Any other relevant information regarding Student Support and Progression which the college like to include.**

- The institution network and collaborate with its Alumni through the Alumni Association.
- Former faculty members are invited as resource person in the departmental Seminars and also as Chief Guest to deliver lectures on the occasions of important functions.

## **Criterion VI: Governance, Leadership and Management**

### **6.1 Institutional Vision and Leadership**

**6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?**

#### **Vision of the college:**

Our vision is in developing dynamic community of lifelong learners and leaders by understanding the aspiration, potential, and capabilities of students from this locality. The institution visualizes in empowerment of student with knowledge and skills imbued with strong values and virtue to take challenge in a changing and global society.

#### **Mission of the college:**

- The institution desire to promote learning by the students and faculty to achieve excellence in education.
- The institution encourages and participates in efforts directed towards study of current issues relating to improvement in quality of students.
- The institution intends to build a competitive academic infrastructure to cope with the modern day world.
- The educational community encourages and assists in improvement, effectiveness and excellence of the institution.
- The institution believes that no talent in this region should be allowed to go to waste and this college is a platform for sharing of ideas and pooling of knowledge resources.

#### **Institutions Distinctive characteristics:**

- The institution believes in an inclusive growth of the society. It provides empowerment in the form of education to all sections of society-the Tribals, the Schedule Caste,the other backward castes, the differently able persons, the poor etc.
- The institution strives to inculcate and develop the quality of leadership in the students by providing them ample scope in organizing and leading the various activities organized in the college campus and outside of it.
- The institution believes in making its students competitive, competent, educated and responsible citizen.
- The institution strive to make its students well aware of the issues prevailing and affecting their society by engaging them in the awareness programmes and activities organized by the NSS, Women Awareness Cell, Extension Activity Cell etc.
- The institution strives to make its students aware of and competent in the use of technology in education by conducting classes in an technologically mediated environment.

### **6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?**

- The Governing body of the college is the top management of the college. It is convened regularly to discuss policies and plans submitted by the Principal of the college who is also the Secretary of the Governing Body. The Principal submits before the Governing Body all the relevant data, fax and documents in regard to the plan and policies proposed. The Governing Body holds a detailed discussion before coming to a decision. The decision is then left with the Principal for its implementation. Depending on the areas and nature of the activity decided at the governing body meeting the Principal then sits either with all the faculty members of the college or with some committees or with the IQAC and discusses the ways and means of its implementation.
- The Principal is the top executive in so far as design and implementation of its quality policy and plan are concerned. He remains in constant touch with all the committees functioning in the college and hence he is the source of most of the proposals placed before the Governing Body. After a resolution is adopted in the governing body meeting all its implementation rests with the Principal. Basically, it is the Principal who plays the role of a go between the top management and the faculty and staff of the college.
- The faculty has a distinct role in the design and implementation of quality policy and plans of the college. The faculties are engaged in preparing the academic calendar of the college detailing the days of teaching and other activities in the college in the session ahead, the master routine, the departmental seminars and workshops, group discussions, class test and all other departmental activities.
- The faculties constitute all the committees functioning in the college.

### **6.1.3 What is the involvement of the leadership in ensuring?**

- The policy statements and action plans for fulfillment of the stated mission
- Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.
- Interaction with stakeholders
- Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders
- Reinforcing the culture of excellence
- Champion organizational change

The Governing Body is at the top of the chart in so far as providing leadership in ensuring policy statements and action plan for fulfilment of the stated mission. It regularly sits and issues directives to the principal for their implementation. The Principal as the top executive of the college executes/carries out those directives in consultation with the various committees of the college or the concerned departments.

- Action plans are formulated for their incorporation into the strategic plan of the institution.
- The concerned department in their departmental meetings decides on the course of

actions to be followed and implemented.

- In regard to extracurricular activities the different committees to promote the same incorporates action plans for fulfillment of the stated mission.
- The college organizes annual collection of feedbacks from the students on the performance of each of the teachers and the support facilities available in the college. Opinions regarding academic and support facilities are also collected through feedback from the parents and alumni. These feedbacks are collected by the IQAC, analyzed and the findings reported to the Principal for its follow up action.
- The IQAC monitors the quality aspects of the college in all its totality. It issues directives to the departments, to its various cells urging them to qualitatively improve all activities- curricular, co-curricular and extracurricular activities.
- The IQAC also sits with the Principal to discuss ways and means to improve the quality standard of academic and non-academic aspects of the institution.

#### **6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

The institution follows a number of procedures to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time –

- All policies and plans of the institutions are framed by the Principal in consultation with the IQAC, Head of the Departments, Faculties and various other committees functioning in the college.
- Basically the Principal is the one who shoulders the responsibility of adopting procedures and measures to monitor implementation and improvement of the policies and plans of the institution.
- On certain cases the Principal delegates the responsibility of monitoring to the Vice-Principal of the college.
- Policies and plans are regularly evaluated by the Principal with assistance from the faculty, IQAC and adopt measures for their improvement.

#### **6.1.5 Give details of the academic leadership provided to the faculty by the top management?**

The top management provides academic leadership to the faculty in a number of ways. Some of these can be mentioned as follows –

- The top management decides on the opening of a new course in the department.
- The top management decides to install computer and other technological tools in the class rooms and encourages the teachers to conduct classes in a technologically mediated classroom environment.
- It keeps an eye on the faculty shortage of a department and wherever there is a need the top management employs faculties in the concerned departments.
- The top management also decides on the kind of skill certificate the students should acquire in addition to the degree and accordingly arranges skill development training/course in the college.

#### **6.1.6 How does the college groom leadership at various levels?**

The Principal is always on the lookout as to how to groom leadership at various levels.

Some of this can be enumerated as follows –

- Two representatives from amongst the faculty are part of the Governing Body.
- One member each from amongst the Office and Library staffs are also part of the Governing Body.
- The Head of the departments are entrusted with the responsibility of keeping a serious eye on the academic atmosphere of the department during each academic session.
- Faculty is engaged in various units of departmental and developmental programmes, committees and cells.
- The HOD allots responsibilities to the members of the department in conducting workshops, departmental seminar and lectures.
- The faculties are also taking leadership role in the formation of a number of socio cultural and educational societies.

#### **6.1.7 How does the college delegate authority and provide operational autonomy to the departments /units of the institution and work towards decentralized governance system?**

The college believes in the principle of decentralization .Hence it provides operational autonomy to the departments/units in a number of ways. Some of these can be mentioned as followed –

- The departments make their own departmental calendar on the basis of the institutional calendar.
- The departments unitize the syllabus and decide on their allotment.
- The Heads of the departments enjoy full autonomy in the choice of their time, topic etc. in regard to their departmental seminar, workshops and conferences.
- Library books and journals are purchased as per the suggestion coming from the faculty.
- The Principal delegates a major chunk of his responsibility to the Vice-principal who is also the Academic Co-coordinator of the college.

#### **6.1.8 Does the college promote a culture of participative management? If ‘yes’, indicate the levels of participative management.**

Yes, the college promotes a culture of participative management in the area of governance, management and leadership.

- The institution has provision that two (2) members from the faculty and one from the non-teaching staff are parts of the Governing Body.
- One student leader (the President) is also a member of the IQAC.

## 6.2 Strategy Development and Deployment

### 6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Yes, the institution has a formally stated quality policy which is clearly reflected in its mission and vision statement. These policies are stated in the college prospectus and website besides being prominently displayed in the campus.

The Governing Body, the Principal and the Academic Committee are in charge of ensuring the implementation of its quality policy. The policy of the institution is to develop itself with the changing times. The programmes offered by the institution are in tune with the needs of its students. The views and opinions of the stakeholders are always sought in the realization of its mission and vision. Extension programmes undertaken by the institution are in line with its outreach objectives.

The quality policy of the institution is reviewed by the IQAC of the college which ensures the fulfilment of its objectives and incorporates corrective measure whenever needed.

### 6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

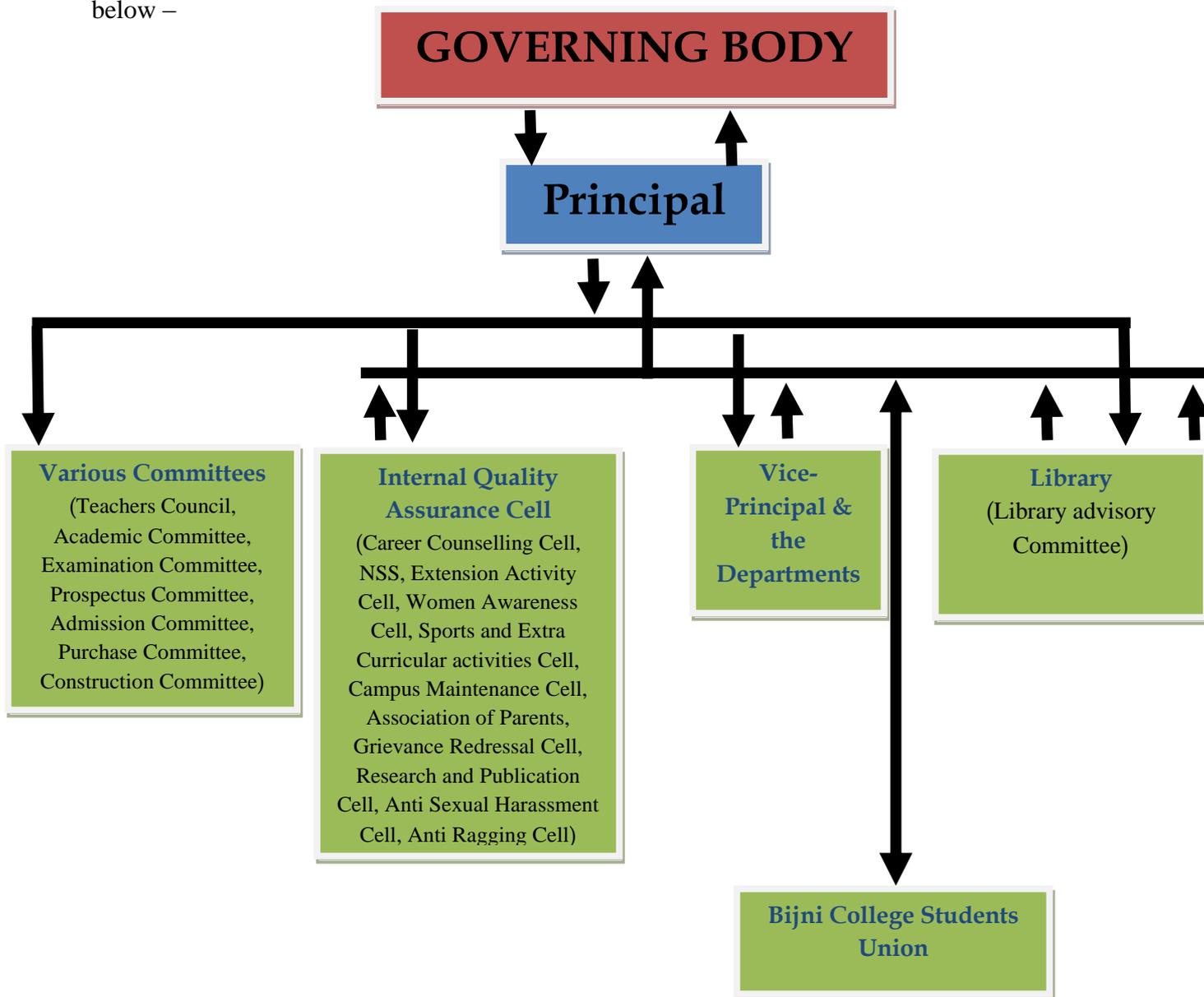
Yes, the college has perspective plan for its development. In making this perspective plan the institution takes into account the National Policy for Higher Education, existing priorities and needs of the locality. The opinions of the stakeholders, the community leaders, academicians of the region, the alumni, the faculty, the staff and the leaders of the students union are also factored in developing this perspective plan.

The current perspective plan includes future construction and development of the following infrastructure and programmes -

- A separate Administrative block.
- A block for Distance Education Centres like K K Handique State Open University and IDOL under Gauhati University functioning in the campus.
- Widening the Library space.
- A Teachers' Common room cum Conference hall.
- Construction of Outdoor and Indoor stadium.
- Start of some new courses particularly vocational ones.
- A more spacious room for gymnasium.
- A well equipped science research centre.
- Renovating the existing Boys Hostel.
- Preparation for rain water harvesting.
- A well furnished canteen for students, faculty and staff.
- A parking shade for staff and faculty.
- Opening Post Graduate course in certain subjects like Assamese and English.
- Installation of ATM.

**6.2.3 Describe the internal organizational structure and decision making processes.**

The internal organizational structure of the college is presented in the shape of a diagram below –



- The Governing Body of the college is the apex body in the matter of initiating plans and policies.
- The Principal who is the head of the institution executes the decision of GB.
- With respect to admission, examination, academic activities, construction, purchase the college has a committee for each of them. They are mostly headed by the principal and get their plans and policies approved by the College Governing Body.
- The Library Advisory Committee takes decisions regarding maintenance and purchase of books for the library and submits its recommendation to the principal for its approval.
- The IQAC is in charge of enhancing quality in all processes, procedures and systems of the college. For certain quality initiatives the IQAC takes approval of the College Governing Body before their implementation.

- The Principal in most cases is the head of all the committees functioning in the college.
- A number of cells also operate in the college under the direct guidance and leadership of the IQAC and report to the Coordinator of IQAC.
- At the lowest rung of the organizational grid is the Students' Union of the college. The Students' union is involved in all cocurricular and extra-curricular activities of the college under the overall guidance of a prof-in-charge.

#### **6.2.4 Give abroad description of the quality improvement strategies of the institution for each of the following**

##### **Teaching & Learning –**

Teaching – learning is the process that the institution basically exists for. With a view to improve the teaching and learning process the Principal, the Academic Committee and the IQAC assemble now and then to look for ways to better the process. The head of the institution is always ready with words of encouragement to the teachers that they see the basic needs of the students and try to solve if there is problems existing in the system. The Academic- in -charge is always vigilant and ensures the fact that students are regular in their attendance of the classes and all kinds of evaluation processes are completed in time by the teachers.

Projectors, Digital boards, Computers and such other educational technology have been introduced in the classroom to make classes more interesting for the students.

Seminars have been a mandatory part of the internal evaluation of all major students. training sessions and teachers' guidance are provided to the students to help them prepare and present seminar papers in the appropriate way.

Remedial and frequent tutorial classes are held to help the slow learners.

Classes have been made interactive with greater and continuous participation of the students in the classes.

More class tests are being held to gauge the progress of the students and answerscripts shown to the students to point out the areas to make improvement.

Internal Academic Audit has been introduced to take stock of the progress of the syllabus in each of the departments and initiate action as and when necessary.

##### **Research and Development:**

Research and development are the key factors in the development and improvement of the faculty as well as the student community. The IQAC and the Research Cell of the college sit for making strategies as to how and when to engage faculty in the research works in the in - house methods. The HODs of each department are engaging students in project works and assignments within or outside the syllabus. The Research and Development Cell, the IQAC and the various departments deliberate together on the necessity of holding conferences, seminars and workshops at different points of times.

### **Community Engagement:**

There are different wings in the college like the ‘Extension Cell’, ‘Women Cell’, ‘NSS Unit’ and the ‘Students’ Union Body’ which engage themselves in the community service. These units also involve the local youth for the purpose. Once the units can establish a link with a community they can initiate various kinds of programme for the development of that community- moral education for the school-going children, skill development, boosting entrepreneurial venture, health awareness, village adoption, motivational and inspiring science classes in the feeder schools etc. In fact this is one of the priority areas of the college; the institution believes in the holistic development of the society through a constant engagement with it.

### **Human Resource Management:**

The College provides ample scopes for human resource development and management. The faculty participate in the programs like ‘Orientation Course’, ‘Refreshers’ course’, Workshops, Seminars and Special Training programs(STP) besides participating in the social interaction like attending meetings related to social issues etc.

Besides their academic responsibility, teachers are also indispensable part of the various committees namely examination committee, admission committee, academic committee, library advisory committee, construction committee, purchase committee, publication committee, prospectus committee, etc.

### **Industry Interaction:**

The college has its ‘Carrier Guidance and Counselling Cell’ which keeps a good rapport with some farms, Government and Non – Government organizations and associate them with the students of the college in the form of lectures and meetings and sees way out for the engagement of the passing out students of the college so that they do not sit idle at home after completion of their graduation. Besides this, interested students are taken to visit the nearby industrial areas to boost their entrepreneurial spirit.

#### **6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?**

The Head of the institution always make sure that adequate information is available for the top management and the stakeholders to enable them to review the institution.

- Students’, parents’ and alumni’s feedback collected by the IQAC on teachers’ performance and other support services existing in the college are made available to the Governing Body by the Principal.
- The Principal also sits regularly in meetings with the Teachers Council; Heads of the departments, different Cells and Committees and place the information gathered therein before the Governing Body.
- In regard to information for the stakeholders the Principal uses the College Notice Board and the College Website.

**6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

The management encourages and supports the involvement of the staff in improving the effectiveness and efficiency of the institution in the following way -

- Responsibilities to the staff are entrusted through constitutions of different committees and cells. The views and opinions of each of the committees and the Cells are sought as they play a vital role in building the efficiency of the institution.
- The management also involves the non – teaching staff in various ways so that they too contribute in the institutional development.
- Faculty enjoys the encouragement from the management in the form of quick and ready permission to participate in various Workshops, Seminars.
- When and as desired the Principal calls upon meetings with the Teachers’ Council seeking opinions and suggestions in running of the institution in a better way.
- The Heads of the department are made free to chalk out programs for class arrangements and decide upon the portion of the syllabus to be allotted to each of the members of the department.
- The management also allows the departments to hold seminars and meetings so that they are of helps in building the career of the students.

**6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.**

	<b>Resolution</b>	<b>Implemented</b>
	<b><u>10-11-2014</u></b>	
1 <sup>st</sup>	Resolved to return the money sanctioned for the construction of a outdoor stadium to UGC	Implemented
2 <sup>nd</sup>	To convert all Bank Accounts of the college from current Account into savings Account as per instruction from Government	Implemented
3 <sup>rd</sup>	Resolved to empower the Principal to admit students into the newly constructed Women’s Hostel and to assist the Principal in this regard a Hostel Committee is formed and approved and fee structures decided.	Implemented
4 <sup>th</sup>	Resolved to appoint Mr. Ranjit Kumar Barman, Associate Professor, and Department of English as co-ordinator in the event of the resignation of Mrs. Nandita Das and open the Joint holder Bank Account with Mr. Ranjit Kumar Barman.	Implemented
5 <sup>th</sup>	Resolved to collect an amount of Rs. 100 form each students at the time of admission for the celebration of the Golden Jubilee of the college in the year 2019	Implemented
6 <sup>th</sup>	Resolved to form a preparation committee for the celebration of the Golden Jubilee	Implemented
7 <sup>th</sup>	Resolved to approve the Planning Board formed as per instruction from the UGC office and send the same to the UGC office	Implemented
8 <sup>th</sup>	Resolved to appoint HOD in the newly provincialised Department of the	Implemented

	Science stream on the basis of joining date in the non-sanctioned post of the teachers.	
9 <sup>th</sup>	Resolved to increase the salary of the four (4) teachers in the Science Stream to Rs. 5000.00	Implemented
10 <sup>th</sup>	Resolved to issue NOC to three teachers to register for Ph. D. Programme.	Implemented
11 <sup>th</sup>	Resolved to open major courses in Chemistry, Zoology, Botany and Bengali Department.	
12 <sup>th</sup>	<b><u>20-11-2014</u></b> Resolved to approve and empower the Principal to take necessary action in regard to the application submitted by Dr. Pranab Kumar Bhagawati for his promotion.	Implemented
13 <sup>th</sup>	Resolved to transfer the money accumulated in the account of the KKHSOU to general Fund and empower the principal to utilise the fund for the general development of the college.	Implemented
14 <sup>th</sup>	Resolved to construct barbed fencing along the western boundary of the college.	
	<b><u>02-12-2014</u></b> Resolved to appoint Mrs. Jotshna Ray wife of late Bhaben Chandra Ray, ex-employee in a IV-Grade post on compassionate ground.	Implemented
	Resolved to approve the application of Kumar Rajiv Gurung for promotion to Selection Grade of pay and form a Departmental Promotion Committee for the purpose.	Implemented
	Resolved to construct a new canteen in front of the college gate.	Implemented
	Resolved to establish ICT in the college with the purchase and installation of Smart Board, Laptop Computers, Projector etc.	Implemented
	Resolved to inaugurate the newly constructed Auditorium in the 3 <sup>rd</sup> week of January.	Implemented
	Resolved to organise a programme for capacity building of the office assistant.	
	The honourable body heard patiently the progress of work in respect of the college's preparation for A & A by NAAC from Ranjit Kumar Barman, Co-ordinator, IQAC.	
	<b><u>05-02-2015</u></b> Resolved to accept the invitation of Gauhati University Inter College Football Tournament 2015 in Bijni College	Implemented
	Resolved to appoint Ms. Charming Narzary, daughter of Mr. Dominic Narzary an office assistant who expired on 30-11-2014 on compassionate ground.	Implemented
	<b><u>02-05-2015</u></b> Resolved to loan an amount of RS. 2 lakhs to the preparation Committee for organising the Inter College Football Tournament.	Implemented

	Resolved to hold the 3 stage selection procedure for appointment of office assistant in the sanctioned post left vacant by the retirement of Jatindra Ray and make a selection committee for the purpose.	Implemented
	Resolved to issue advertisement in the newspaper seeking candidate for the appointment in the post left vacant by Mr. Sulabh Ch. Das who is pursuing Ph. D course on study leave.	Implemented
	Resolved to provide Ms. Anindita Chakravarty NOC for registration in Ph. D programme under Gauhati University..	Implemented
	Resolved to accept the application submitted by Librarian Mr. Opurbo Daimari for his promotion and form a Departmental Promotion Committee for the purpose.	Implemented
	Resolved to arrange for the painting electric wiring and connection of the newly constructed RCC rooms.	Implemented
	The purchase of laboratory equipment and repairing of the old equipments.	Implemented
	The construction of toilet, bicycle stand, Xerox machine, 2 Almirah for the Departments Economics. A purchase committee is formed to carry out the purchase.	Implemented
	Resolved to approve the purchase and installation of water cooler costing Rs. 36,000/- in the campus.	Implemented

**6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If ‘yes’, what are the efforts made by the institution in obtaining autonomy?**

This does not apply to our institution.

**6.2.9 How does the Institution ensure that grievances /complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stake holder relationship?**

Yes, there are a number of mechanisms in the college to promptly attend and resolve any grievances/complaints of the stakeholders. These are as follows –

- Grievance Redressal Cell.
- Anti Sexual Harassment Cell.
- Anti Ragging Cell.

Depending on the nature of grievance/complaints an aggrieved person can approach in writing any of the above mentioned mechanism. The concerned Cell tries to resolve the grievance and in the case of its failure to do so the matter is forwarded to the Principal or the Governing Body.

**6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?**

The institution does not have at present any instance of court cases filed against it.

**6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If ‘yes’, what was the outcome and response of the institution to such an effort?**

The institution does not have a mechanism of this sort.

### 6.3 Faculty Empowerment Strategies

#### 6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

- According to UGC guidelines, it is mandatory for the faculty to participate in certain courses for their academic up gradation. The college encourages and extends leave to attend professional development programmes like Refresher Courses, Orientation Courses and short Term courses conducted by the Academic Staff Colleges. Besides they are also asked to regularly attend seminars and workshops.
- Departments are motivated to conduct Seminars, Workshops etc in the college campus to facilitate exchange of knowledge amongst scholars and academicians.
- Faculty members of the college are always encouraged to pursue Ph.D. research. They are either given leave for the whole duration with full salary or relaxation in classes for attending the Ph.D. course-works.
- Teachers are also encouraged to undertake Minor and Major Research Projects.
- Training programme for non-teaching on use of computer application is conducted regularly.
- The institution facilitates the professional development of its NSS in-charge by encouraging him to participate in training programmes organized at the state level.

#### 6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

- All the departments of the college have been provided with Laptop computers to motivate them in departmental activities.
- In-house Faculty Development programme are conducted by the IQAC to impart lessons to the teachers on the use of technological tools in classrooms.
- Two Smart Class rooms fitted with Smart Board, fixed Projectors, Computer with Internet connectivity have been given to the departments to conduct classes in an technologically mediated environment.

#### 6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

To evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal the college has put in two mechanism/places for their documentation and preservation. These are as follows-

- Annual performance self appraisal report submitted by the teachers to the Principal and IQAC.
- The IQAC functions as the documentation centre of all activities involving its Teachers, Students and Staffs as well as all Committees and Cells under it.

**6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?**

The college has a mechanism to collect and evaluate the teacher's performance appraisal reports through the Internal Quality Assurance Cell of the College. The IQAC uses the reports for information, review and necessary action. The outcome of the review of the performance appraisal reports is communicated to the faculty by the Principal in a confidential manner and suggestions are also offered for improvement.

**6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

The college has no welfare scheme of its own. It only implements the Government welfare schemes like:

- Maternity Leave.
- Child Care Leave.
- Earn Leave.
- Medical Leave.
- Study Leave.
- GIS-Group Insurance Scheme.
- Provident Fund.

**6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?**

- Being a Government College, the UGC pay scale is offered to all teachers appointed in sanctioned post. This serves as an attraction for eminent faculty.

## **6.4 Financial Management and Resource Mobilization**

### **6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?**

The college adopts different mechanism to monitor the effective and efficient use of financial resources. A number different committees are constituted to monitor effective and efficient use of financial resources which are as follows –

- Construction Committee.
- Purchase Committee.
- UGC Monitoring Committee.

Above all, the Governing Body of the college monitors the effective and efficient use of financial resources.

### **6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.**

The institutional mechanism for internal and external audit:

- External audit is carried out the Directorate of Local Audit, Government of Assam.
- The last external audit was done in the year 2012-2013. The Audit of 2013-2014 is under process at the moment.
- The fund and expenditure of all the examinations conducted by the University in the college are subject of internal audit. The internal audits are carried out by the audit committee which comprises some teachers and formed at the time of the formation of the Examination committee itself.

### **6.4.3 What are the major sources of institutional receipts /funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and there serve fund/corpus available with Institutions, if any.**

The major sources of institutional funding are as follows –

- Total fee collected from the students at the time of admission.
- State Government for development and salary.
- Funds availed from the local MLA/MP when it feasible.
- Funds provided by the BTAD government.
- The UGC fund for the infrastructural development.

### **6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**

In regard to the institution securing additional funding mention may be made about the funds and donations received by the Foundation Committee for the establishment of the institution in 1969. The donations were used to construct an Assam type building wherein the classes of the college were first started.

## **6.5 Internal Quality Assurance System (IQAS)**

### **6.5.1 Internal Quality Assurance Cell (IQAC)**

**A. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

The IQAC which is now an internal organ of the institution was formed in 2004 as per the guidelines of the NAAC. The IQAC is playing a major role in framing and implementing the quality policy of the college. Right from the day of its formation the IQAC has been involved in formulating, monitoring and evaluating the policies set to realize the objectives of the institutions as enshrined in its mission and vision. So far as the quality process is concerned, it has already been institutionalized by the IQAC by involving the top management, departments and the students.

The following are the decision and suggestions from the IQAC that have been approved by the institutional authority.

- The suggestions in regard to the enhancement of infrastructural facilities and technological tools in the college.
- The scheduling and incorporation of the activities initiated by it through its different cells.
- The documentation made by it.
- The faculty appraisal reports and the Career Advancement Scheme.
- Formation of different Committees and Cells for which the UGC fund is allotted.

**B. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?**

As many as 10 Nos. of decisions of IQAC have been approved by the Governing Body. All of them have been implemented.

**C. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**

The IQAC does have external members in it. It has one (1) public leader, one (1) alumni, one (1) retired college teacher and one (1) guardian.

All these external members in the IQAC bring some fresh ideas and perspectives in the discussion regarding enhancement of the quality aspect of the college. Besides this all the outreach programmes launched by Extension Activities Cell, the College unit of the NSS etc. are organised outside the campus with active support and cooperation of these external members in the IQAC.

**D. How do students and alumni contribute to the effective functioning of the IQAC?**

Students are made to share the vision of the IQAC for the betterment of the institution. In fact the President of the College Student's Union is a member of the IQAC. Besides this most of the programmes and activities conducted by the different Cells of IQAC are carried out with the participation of the students of the college. The Alumni also contribute to the realization of the quality mission of the IQAC by involving themselves with the activities of the different Cells of IQAC on various occasions.

**E. How does the IQAC communicate and engage staff from different constituents of the institution?**

Effective functioning of the college is the aim of the IQAC. The IQAC interacts with and engages staff from all the constituents of the college in its various cells and activities. Amongst all the constituents, the involvement of the teachers and the students are the most important as these two play a central role in implementing the quality policy of the IQAC.

The library and the office staffs are also made abreast of the quality policy and initiates of the IQAC in regards to improvement in students support services and facilities existing in the college.

The different constituents of the institution are motivated to share the IQAC's vision.

**6.5.2 Does the institution have an integrated frame work for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalization.**

The college rests on an integrated framework to cover the quality assurance. The committees and cells formed within the IQAC are in operation so that they could touch the mile stone of the mission and vision of the institution. There is a participatory interaction within the committees, the cells, the students and the alumni. The operationalization of these committees and cells is done in conformity to the guidelines as stated below –

- To see that there is overall quality assurance of the institution
- To build up an atmosphere that is learner centric.
- To inculcate a zeal of innovations and research amongst the Teachers and Students.
- To monitor the needs and grievances of the students in general.
- To review the progress of its various developmental plans.
- To conform to the National Educational Policies.

**6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.**

The institution sees to the fact that the quality assurance procedures are effective ones. With a view to this periodical trainings to its staff are scheduled. The faculty of the institution is imparted training to access the online resources and use technological tools in the classrooms. The faculty are highly benefitted and inspired by such programs for their research works.

The non – teaching staff avail trainings organized for them to teach the basics operation of computer application in the office works.

**6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?**

The institution does not undertake academic audit or other external review of its academic provisions.

However the IQAC has put in place a system of Internal Academic Audit to ensure the fact all academic activities of the departments have been completed within the academic calendar as planned.

Besides all the departments analyses the performances of their students and undertakes action as required.

Also the fact that the affiliating university review the academic performance of the institution during the period of its college inspection.

**6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

The external regulatory authorities whose guidelines the college follows are-

- Directorate of Higher Education, Govt. of Assam.
- Gauhati University
- UGC

All the instructions given by the above mentioned regulatory bodies are strictly followed and obeyed by the college authority. All the instructions relating to teaching-learning process, conduct of examination and evaluation are strictly followed. All the welfare schemes offered by them are also availed by the institution.

**6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

The college does have an institutional mechanism to continuously review the teaching learning process.

The Vice-Principal of the college together with the Academic Committee looks after academic activities of the college. In this regard on occasions the Vice-Principal coordinates all such academic activities in tandem with quality policies framed by the IQAC and the suggestions of the faculty put forward in the meetings of the Teacher's Council.

Internal Academic Audit is conducted to ensure full implementation of the course curriculum.

On the top of all this is the Principal who ensures and constantly reviews the teaching-learning process and takes the remedial steps whenever he feels it necessary.

The Vice-Principal of the college monitors the classes and ensures that classes are held regularly.

The IQAC takes feedback from the students on the performance of the teachers and uses the findings to improve the teaching-learning situation.

**6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?**

The institution communicates its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders through:

- College Website.
- Notice Board
- Correspondence
- Meetings and interactions.

Any other relevant information regarding Governance Leadership and Management which the college would like to include.

## **CRITERIA VII: INNOVATIONS AND BEST PRACTICES**

### **7.1 Environment Consciousness**

#### **7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?**

The college is very much sensitive to the environment prevailing in the college campus. To maintain an eco-friendly ambience in the campus, the college has under taken the following measures –

- Trees are regularly planted in the campus.
- Wall writings on the of the front gate side of the main gate have been done to exhort the students and staff to maintain the greenery of the campus.
- All waste and disposable materials are properly managed and disposed off.
- Rain water is harvested and reused.
- Class rooms are well-ventilated, airy and receive natural light which reduces dependence on artificial lights.
- The students under NSS regularly conduct cleaning programmes within the campus.

#### **7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?**

##### **Energy conservation**

- Bulbs and tubes are being progressively replaced by CFL/LED bulbs and tubes.
- The habit of switching off lights and fans when not in use is being inculcated in the students and the staff through writings on the wall.

##### **Use of renewable energy**

- A few solar plates have been installed in the women hostel as well as in the college campus.

##### **Water harvesting**

- The college has taken major steps to harvest the rain water and reuse the same in the college Science Laboratory, Office and other purposes.

##### **Efforts for Carbon neutrality**

- The college regularly undertakes plantation programme to plant more trees in the campus.
- A herbal garden containing diverse plants and shrubs having medicinal value is in the campus.
- The college procures machines and equipments which conform to the carbon emission standard of the government.

##### **Plantation**

- The college observes “World Environment Day “and” Earth Day” and such other days having environmental significance.. During all such programmes the teachers and the students undertakes plantation of trees in the campus as part of it.

##### **Hazardous waste management**

- A dumping pit has been constructed to keep the hazardous materials.

- Semi enclosed containers/bin has been placed at strategic points for the deposit of the hazardous materials so that the Town committee cleaning van can easily collect the same and deposit in the proper place.

**E-waste management**

- So far the old and damaged electronic items are being stored in a room.

## **7.2 Innovations**

### **7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.**

The following innovation has been introduced during the last four years:

- Existing faculty members having expertise in computer and software are training the rest to improve their computer applications skill in the class room in the Faculty Development Programme, an in-house training programmes arranged by IQAC.
- Pre-Admission counseling to orient the new comers regarding course structure, rules, career options etc. have been recently introduced.
- Participation in the departmental seminar has been made compulsory for all major students as part of the internal assessment process.
- Induction programmes for the newly admitted students to orient them regarding the rules and regulation of the college, existence of various support facilities and mechanisms like Career Guidance and Counseling Cell, Women Awareness Cell, Anti Sexual Harassment Cell, Grievance Redressal Cell, Extension Activity Cell, NSS Book Bank Facilities for poor students etc.

### 7.3 Best Practices

7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Annexure – i

#### Best Practice

#### INDUCTION PROGRAMME

**The context:** Most often the newly admitted students are not aware of the various facilities that exist in the college campus for them to avail. Although the information regarding the existence of facilities like the college canteen, the NSS, the college sports ground, the college gym, the separate common rooms for the girls and the boys, the library and the book bank facilities for the poor students, the dos and don'ts in the campus, the availability of the various scholarships through the college are clearly stated in the college prospectus, the college authority makes sure that the freshers are well aware of them all. Moreover the semester system of examination also requires that the students pursuing the courses under it know how and when they are going to be assessed and examined. Besides these since the college seeks to provide its students ample opportunities to develop their leadership skills, cultural, musical and sports talents through the various extra-curricular activities organised in the campus the new entrants need to be given beforehand an idea of the yearly calendar of such activities.

**The objectives:**

1. To provide information to the new students regarding the facilities available for them in the campus.
2. To give them an idea of the various extra-curricular activities organized in the campus.
3. To alert them on the dos and don'ts in the campus.
4. To explain to them the various modes of assessments and examinations under the semester system.

**The practice:** Before the classes begin in a new session after the admission process is over the Induction programme is held for the newly admitted students in the conference hall. On the occasion of this programme which only the freshers are allowed to attend the teachers –in- charge of the programme systematically inform them about the various facilities the college maintains for its students to avail. These information includes the existence of sports ground, the gym, the separate common rooms for boys and girls, the separate toilets and urinals for boys and girls, the college canteen, the hostel facilities etc. The fresher's are also informed about the various scholarships offered by the state and central governments and the time and procedure to apply for these. The students are kept abreast of various programmes and activities initiated by the Career Counselling and Guidance cell to enhance their future job prospects. They are also informed about the existence of an NSS unit as well as a Students' grievances redressal cell in the college. The academic co-ordinator of the college explains in an well-structured lecture the various kinds

of assessments and evaluation procedure followed under the semester system as well as the credit points they would need to acquire to be eligible to write their examinations. The librarian of the college provides them information regarding the usage of the library resources which include not just the books and journals available in the library but also the reprography and the browsing facilities existing in there. Last but not the least is the dos and don'ts they are told to remember while in the campus.

**Obstacles faced/problems encountered:**

The introduction of the practice did not have to encounter any form of opposition from the staffs who are usually the ones entrusted with the responsibility of implementing the programme. In fact most of them welcomed the idea.

**Evidence of success:**

1. Since the students are well aware of the requirements they need to fulfil to be eligible to write their examination there have been increased class attendance as compared to previous years.
2. Students are never missing the opportunities to develop and showcase their skills and talents by participating in the various cultural and sports programme organized in the campus.
3. None of the deserving students have missed scholarship since then.

**Resources required:**

1. A planned approach to the programme.
2. A team of energetic teachers with power of clear articulation and ability to separate and focus on the essential.
3. An auditorium or conference hall equipped with a computer and a projector.

.....

**Best Practice**  
**FACULTY DEVELOPMENT PROGRAMME**

**The context:**

It needs no mention that all the teaching staffs of any educational institution are not equally adept at using the available educational technology. Additionally having been used to the conventional chalk and board method for so long some teachers show a little bit of reluctance and resistance to the idea of introduction or up gradation of any kind of computer related teaching tools in the classrooms. In most cases such hesitation in welcoming this type of change in the teaching method stems from an inherent doubt about their own capacity to learn to use these tools as well as their ignorance about the extremely user-friendliness of all these tools.

**The objectives:**

1. To facilitate smooth introduction of educational technology into the classrooms.
2. To provide functional knowledge of educational technology to all the teachers and bring them at par.
3. To provide a familiar environment of learning for the technologically novice teachers.
4. To make a low cost arrangement for the development of the faculty.

**The Practice:**

Three/ four teachers of our own college known for their comparatively advanced knowledge of the usage of computers and some modern educational technology are selected to conduct the programme as the resource persons .Once this team of technology savvy teachers are appointed they are given ample time to prepare a well structured training module to train up the other teachers. After giving them a fair idea about the functionality of the various gadgets and equipments in the first session of this day long programme another session is devoted to a guided application of the knowledge they have received in the previous session. Since all the departments are provided with laptop computers, with the availability of some other personal computers in the programme there is no dearth of computers for the trainee teachers to try to apply on the spot what has just been explained to them. The proactive trainers keep a good eye on anyone who might be having any kind of problem operating the equipments and give the necessary input even without being asked for it by the concerned trainee teacher. Above all an atmosphere of informality and familiarity is maintained by the resource persons all through the programme so as to raise the comfort level of their trainee colleagues. Despite the humour and the banter in their interactions the trainer teachers never forget the primary objective that all the trainee colleagues have learnt enough functional knowledge to self develop through further practice.

**Obstacles faced/problems encountered.**

Although initially some teachers were hesitant about attending a programme where they will be 'taught' by their own colleagues and that too by some quite younger than them, later all of them accepted the whole idea as a positive step for their own good and their students.

**Evidence of success:**

1. Now almost all our teachers can conduct classes through PowerPoint presentation.
2. Almost all the teachers can use the smart board introduced recently into the classrooms.
3. Now every single teacher participating in the national and international seminar and conferences are presenting their research papers in the PowerPoint mode.

**Resources required:**

1. A few teachers in the staff having fair knowledge and experience in handling modern electronic teaching tools.
2. The programme co-ordinator and the trainers have to be sensitive in regard to self respect of the trainee teachers and hence will need to handle them with extra care.

**Evaluative Report of the Department of the Assamese**

1. Name of the Department : ASSAMESE
2. Year of establishment : 1969
3. Names of Programmes / Courses offered  
( UG, PG, M. Phil, Ph.D., Integrated Masters;  
Integrated Ph.D. etc.) : UG (Major and General Course)
4. Names of Interdisciplinary courses and  
the departments/units involved : Nil
5. Annual/semester/choice based credit system (programme wise) :

2010-11	Annual
2011-12	Semester
2012-13	Semester
2013-14	Semester
2014-15	Semester
2015-16	Semester

6. Participation of the department in the courses offered by other departments :  
The faculties of this department have shouldered the responsibility of the teaching Environmental Studies at the under-graduate level for other departments of the college. The faculties also take the classes of IDOL at post- graduate level.
7. Courses in collaboration with other  
universities, industries, foreign institutions. Etc: NIL
8. Details of courses/programmes discontinued  
(if any) with reasons : NIL
9. Number of teaching posts :

	Sanctioned	Filled	Vacant
Professors	NIL	NIL	NIL
Associate Professors	02	02	0
Asst. Professors	02	01	01
Others	(Contractual)	03	0

10. Faculty profile with name, qualification, designation, (D.Sc./D. Litt/Ph.D./M.Phil. etc) :

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. students guided for the last 4 years
Iswar Ch. Deka	M.A., M.Phil.	Associate professor	Language	30 years	Nil
Dr. Pramathesh Bayan	M.A., Ph. D, PGDTS	Associate professor	Language	29 years	Nil
Dr. Pranab Bhagabati	M.A., Ph.D.	Assistant professor	Literature	11 years	Nil
Joydeep Mazumdar	M.A.	Lecturer	Literature	4 years	Nil
Pritisha Goswami	M.A.	Lecturer	Literature	2 Years	Nil
Anukampa Patwary	M.A.	Lecturer	Literature	4 Months	Nil

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled (programme wise)

by temporary faculty : 30%

13. Student-teacher ratio (programme wise) for B.A with Assamese Major and General Course:

2011-2012	4:95
2012-2013	4:99
2013-2014	5:92
2014-2015	5:114
2015-2016	6: 113

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : NIL

15. Qualifications of teaching faculty with

D.Sc./D. Litt/Ph. D/M. Phil/P.G. :

- With Ph.D. : 2
- With M.Phil. : 1
- With P.G. : 3

16. Number of faculty with ongoing projects from

a) National

b) International funding agencies and grants received : NIL

17. Departmental projects funded by DST – FIST;

UGC, DBT, ICSSR, etc and total grants received : NIL

18. Research Centre/ facility recognized by the University : NIL

19. Publications :

a) Publication per faculty:

- Dr. Pramathes Bayan :
- Dr. Pranab Bhagabaty :
  - a. Maramar Sparsha (Novel, 2004, ISBN - 81-7891-022-5)
  - b. Kanoi Ghatar Dakowal (Drama, 2013, ISBN. 978-81-922-997-1-6)

b) Number of papers published in peer reviewed journals (national/ International) by faculty and students

- Dr. Pranab Bhagabati - 13

➤ Number of publications listed in International database

(For Eg. Web of Science, Scopus, Humanities

International Complete, Dare Database –

International Social Sciences Directory, EBSCO host, etc.) :

Nil

➤ Monographs – Dr. Pranab Bhagabati – 3

➤ Chapter in Books –

1. Iswar Ch. Deka –

- a. ISBN/ISSN : 4 (ISBN: 978-81-922997-8-5,  
978-81-922997-3-0,  
978-81-922997-7-8)  
(ISSN: 2349-5286).

- b. Without ISBN/ISSN : 13

2. Dr. Pramathesh Bayan-

- a. ISBN/ISSN :
- b. Without ISBN/ISSN : 22

3. Dr. Pranab Bhagabati –

- a. With ISBN/ISSN : 6 (ISBN : 978-81-930006-0-1,  
978-81-922997-3-0,  
978-81-244-0089-0,  
978-93-244-0041-3,  
978-81-202-8864-5,  
2322-0759)

- b. Without ISBN : 3

4. Joydeep Mazumder-

- a. With ISBN/ISSN : 7 (ISBN- 978-81-922997-7-8,  
978-81-930006-0-1,  
978-81-922997-3-0,  
244-0089-0,  
(ISSN- 2349-5286,2322-0759)

- b. Without ISBN/ISSN : 6

5. Pritisha Goswami : 5 (ISBN-4, ISSN-1 (ISSN 2349-5286)

6. Anukampa Patwary : 4 (Without ISBN)

➤ Books/ Journal Edited –

- Iswar Ch. Deka:
  - a. ‘Gurusmaranika’ :A Souvenir of Sankar Janmotsab, Bijni,1986.
  - b. ‘Prabandha Sourabh’ : A collection of essays, Published by Assamese Department, Bijni College,2013.
  - c. ‘Pragnya’ : A collection of essays, Published by Publication Cell, Bijni College, 2013,with ISBN-978-81-922997-3-0
- Dr. Pramathesh Bayan: 6 (without ISBN)
  - a. “Life and Music of Ganasilpi Bhupen Hazarika” (ISBN – 978-93-80382-90-6)
  - b. “Madhab Bandhab” (ISBN – 978-81-922997-7-8) A multilingual Comemorative Volume on 527<sup>th</sup> Birth Aniversery of Sri Sri Madhabdeva.
- Dr. Pranab Bhagabati –
  - a. Aakou Natun Prabhat Hobo, Kitap Ghar, Nalbari ( ISBN : 81-7891-011-x)
  - b. Konman Barshire Chip, Olee Puthi Ghar, Nalbari.
- Jodeep Mazumder-
  - a. Gagori, Souvenir, Vicky Publication, Guwahaty, ISBN-

➤ Citation Index : Dr. Pranab Bhagawati 2

➤ SNIP :

➤ SJR :

➤ Impact Factor :

➤ h-index :

20. Areas of consultancy and income generated: NIL

21. Faculty as members in

- National Committees :
- International Committees :
- Editorial Boards (All fields are NIL) :

22. Student projects:

- Percentage of students who have done in-house projects including inter departmental/programme : 100%
- Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies: NIL

23. Awards/Recognition received by faculty and students : NIL

24. List of eminent academicians and scientists / visitors to the department:

- a) Dr. Umesh Deka, Prof. Dept of MIL, GU
- b) Dr. Prabin Chandra Das, Retd. Prof. Dept of Folklore, GU
- c) Dr. Anil Boro, Associate Prof. Dept of Folklore, GU
- d) Dr. Biva Bharali, Associate Prof. Dept of Assamese, GU
- e) Dr. Dilip Borah, HOD Deptt. of MIL, GU
- f) Dr. Sibransan Misra, Prof. Biswabharati University.

25. Seminars / Conference / Workshop organized & the source of funding:

- National –
  - I. A National Level Seminar on ‘Life and Music of Ganasilpi Bhupen Hazarika’ on 28<sup>th</sup> & 29<sup>th</sup> June, 2013 with the financial assistance of UGC was organised by the department.
  - II. A National level workshop on “Indian Cork Industry and Assamese Puppet Dance” was organized by the department on 25<sup>th</sup> June with the financial assistance of UGC, 2015.
  - III. A U.G.C. Sponsored National level Seminar on “Life and Works of Lakshminath Bezbarooa” was organized by the department on 26<sup>th</sup> and 27<sup>th</sup> June, 2015.
- International – NIL

26. Students profile programme / course wise:

YEAR	Programme	Applications received	Selected	Enrolment		Pass percentage	Class
				Male	Female		
2011-12	Major	20	13	7	6	100	2 <sup>nd</sup>
	General	201	201	114	87		
2012-13	Major	40	30	12	18	100	1 <sup>st</sup> (1)
	General	170	170	99	71		
2013-14	Major	40	31	15	16	100	1 <sup>st</sup> class(3)
	General	194	194	127	67		
2014-15	Major	50	40	8	32	98	1 <sup>st</sup> class(5)
	General	245	245	138	107		
2015-16	Major	50	44	17	27		
	General	251	251	154	97		

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other state	% of students from abroad
B.A. (Major)	100%	0%	0%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.:

- Dr. Pramathesh Bayan (JRF)
- Joydeep Mazumder (NET)
- Madhukargiri Basumatary (NET)

- Mamoni Ray (NET)
- Sonali Chokrabarti (TET)
- Himajyoti Barman(TET)
- Jayashree Das (TET)
- Suparna Saha passed (TET)
- Swapna Das is working at CRPF, Ahmadabad, Gujrat.

29. Student progression:

Student Progression	Against % enrolled
UG to PG	80%
PG to M. Phil	NIL
PG to Ph.D.	5%
Ph.D. to Post-Doctoral	NIL
Employed	
• Campus Selection	NIL
• Other than campus recruitment	40%
Entrepreneurship/Self - Employment	40%

30. Details of Infrastructure facilities:

- a) Library : YES  
 b) Internet facilities for staff & Students : YES  
 c) Class rooms with ICT facility : YES  
 d) Laboratories : NIL

31. Number of students receiving financial assistance from the college, university, government or other Agencies : NIL

32. Details of student enrichment programmes (Special lectures / workshops / seminar) with external Experts:

- A seminar on “Axomiya Xahitya Aaru Xanskritit Ramayan” was organized on 13 September, Mr. Kameswar Deka (Retired Professor, Assamese Deptt, Bijni College was Seminar observer. 13 groups of student presented papers.
- A State Level workshop on “Modern Assamese Poetry” was organized on 07 January, 2010. Mrs. Lutfa Hanum Selima Begum ( Associate Professor, Cotton College), Dr. Marami Barthakur Talukdar ( Associate Professor, Abhayapuri College), Dr. Gita Sarkar ( Associate Professor, P.B.College), Dr. Namita Das Gurung ( Assistant Professor, BHB College) ,attended the function as guest.
- A seminar on “Bezbarooar Xahitya Xamagra” on 19<sup>th</sup> September, 2014 on the presence of Dr. Bhaben Kalita (Associate Professor, Abhayapuri College) as an expert.
- A Seminar on ‘Jyotiprasad Agarwalar Xahitya Xamagra’ on 10<sup>th</sup> October, 2015. All total seventeen papers were presented group wise. Six power point presentation also done. Prof. Saroj Kumar Pasayat, HOD, Dept. of English was present in the seminar as observer. In Addition to it Quiz Programmes, Group Discussions, Educational Excursions, Poet Summits were done.

33. Teaching methods adopted to improve student learning:

Talk and chalk method is primarily adopted. Audio-visual aids such as LCD projector, Laptop are also used and project works, group discussions, field studies and home assignments, Unit-test, Remedial classes for slow learner, and Tutorial classes are allotted to improve the teaching learning process.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

The faculty members are closely involved in every extension activities /awareness programmes organised by Women Awareness Cell and Extension Activities Cell, Bijni College.

35. SWOC analysis of the department and Future plans:

• **Strength**

- a. Large number of student's enrolment.
- b. Two faculty members having PhD degree, One M. Phill degree and one ongoing Ph.D work is our major strength of our department.
- c. Co-operation and understanding among the teaching faculties of our department can be regarded as one of the strength of the department.
- d. Student-teachers close relationship is strength.
- e. Involvement of faculty members on non-academic fields like.....
  - Iswar Ch. Deka is a life member of Assam Xahitya Xabha. Life member of Nalbari Xahitya Xamaj.
  - Dr. Pramathesh Bayan is closely associated with ACTA (Assam College Teachers Association), Member of Academic Council, Gauhati University.
  - Dr. Pranab Bhagabati is associated with BOA (Butterfly of Assam), IFB (I Found Butterflies), Indian Birds, Natures Beckon, Corbie, Green Globe, BIA (Butterfly of India), and PETA (People for the Ethical Treatment of Animals). He is a poster to Internet Birds Collection.
- f. Availability of reference books on the subject at the central library of the college. There is also a small library in the department.

• **Weakness:**

- Up-rising student enrolment in the subject affected the required student teacher ratio and teaching environment.
- Shortage of permanent faculty is the greatest weakness of the department.
- Location of the departmental classroom is one of the major weaknesses to smooth conduct of the classes.
- Faculty member occupying Vice-Principal's role in the college is also one of the weakness of the department.

• **Opportunity:**

- Timely completion of the courses, supported with proper discussion, interaction, necessary notes and study materials in different classes have provided plenty of opportunity for students to excel in the university exam.

• **Challenges:**

- Poor socio economic background of the students.
- Weak base of schooling education of the students.

- Most of the students are from remote area.
- Frequent local bond by different organisation.
- **Future plans:**
  - a. Introduce of PG classes in Assamese.
  - b. Establishment of a cultural museum in the department.
  - c. Publication of yearly departmental research journal with ISSN.
  - d. Documentation of Assamese novel.

**Evaluative Report of the Department of Bengali**

1. Name of the department : Bengali
2. Year of Establishment : 1970 – 71 ( G.U affiliation on 1974 – 75 )
3. Names of Programmes/Courses offered  
(UG, PG, M.Phil., Ph.D., Integrated  
Masters; Integrated Ph.D., etc.) : U.G (Major, *Elective & MIL*)
4. Names of Interdisciplinary courses  
and the departments/units involved : Nil
5. Annual/ semester/choice based credit  
system (programme wise) : B.A programme.  
2010 – 11 Annual programme,  
2011 onwards semester programme,  
2015 – 16 Major course Introduced.
6. Participation of the department in the courses offered by other departments : Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: Nil
8. Details of courses/programmes discontinued (if any) with reasons : Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt.  
/Ph.D. / M. Phil. etc.,)

Name	Qualifications	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for
Dr. Urmila Poddar	M.A, M. Phill, Ph. D.	Assistant Prof.	Linguistic	10	Nil
Dr.Apu Guha Thakurta	M.A., Ph.D.	Assistant Prof.	Literary Criticism	12	Nil

11. List of senior visiting faculty : Mr. Dhires Ch. Barman. (Retired Lecturer)
12. Percentage of lectures delivered and practical classes handled (programme wise)  
by temporary faculty : Nil

13. Student -Teacher Ratio (programme wise)

Year	1 <sup>st</sup> Year Major	1 <sup>st</sup> Year MIL	1stYear Elective	2 <sup>nd</sup> Year MIL	2ndYear Elective	3 <sup>rd</sup> Year Elective	Total	Ratio
2011-12		59	05	35	06	02	107	36 : 1
2012-13		59	06	52	06	05	128	43 : 1
2013-14		59	09	55	06	05	134	45 : 1
2014-15		64	30	49	09	05	157	53 : 1
2015-16	28	43	07	51	24	08	161	54 : 1

Average - 42 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Nil

15. Qualifications of teaching faculty with D Sc/ D. Litt./ Ph. D/ M Phil / P.G :  
P.G – 03, M. Phil – 01, Ph. D – 03,

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil

18. Research Centre /facility recognized by the University : Nil

19. Publications:

- Publication per faculty
- Number of papers published in peer reviewed journals (national / international ) by faculty and student : Nil
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : Nil
- Monographs : With ISBN – 01
- Chapter in Books : With ISBN – 06, With ISSN – 03, Without ISBN – 15
- Books Edited : With ISBN – 03, Without ISBN – 02
- Books with ISBN/ISSN numbers with details of publisher :
  - ISBN No. 978-93-80382-85-2, Publication Cell, Bijni College.
  - ISBN No. 978-81-922997-7-8, Vicky Communication & Associates, Guwahati – 781007
  - ISBN No. 978-1-63415-063-7, Binayak Prakashani, Assam
- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- National committees
- International Committees
- Editorial Boards: Nil

22. Student projects

- Percentage of students who have done in-house projects including inter departmental/programme : Nil
- Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : Nil

23. Awards / Recognitions received by faculty and students : 01

- Apu G. Thakurta – State level extempore speech competition, 3rd rank.

24. List of eminent academicians and scientists / visitors to the department:

- Proff. Bikash Ray, Former Vice-Chancellor (i/c) Gour Banga University.
- Dr. Manabendra Mukhopadhyay, Visva-Bharati.
- Proff. Sib Ranjan Misra, Visva-Bharati.
- Dr. Dipak Kr. Roy, University of North Bengal.

25. Seminars/ Conferences/Workshops organized & the source of funding

- National: Nil
- International : Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			Male	Female	
B.A,MIL,Elect.2011-12	107	107	38	69	100 %
B.A,MIL,Elect.2012-13	128	128	59	69	100%
B.A,MIL,Elect.2013-14	134	134	68	66	100%
B.A,MIL,Elect.2014-15	157	157	70	87	100 %
Major,MIL,Elect.2015-16	175	161	68	93	92 %

27. Diversity of Students

Name of the Course	% of students from the same	% of students from other	% of students from abroad
B.A,MIL,Elect.2012-13	100	Nil	Nil
B.A,MIL,Elect.2013-14	100	Nil	Nil
B.A,MIL,Elect.2014-15	100	Nil	Nil
B.A, Major, MIL, Elect.	100	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.:

- **NET – 01**
- **TET - 08**

29. Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M. Phil.	N/A
PG to Ph.D.	N/A
Ph.D. to Post-Doctoral	N/A
Employed	N/A
• Campus selection	
• Other than campus recruitment	50%
Entrepreneurship/Self-employment	20%

30. Details of Infrastructural facilities

- Library: Central Library & One Departmental Library.
- Internet facilities for Staff & Students: Available through Wi-Fi facility.
- Class rooms with ICT facility: Two common Smart Class rooms with internet.
- Laboratories: Nil

31. Number of students receiving financial assistance from college, university, government or other agencies

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts : Departmental Seminar, Workshop, Group discussion, Students particularly the ones having major attend Student Enrichment Programmes organized by IQAC to provide them hands on training on preparation of Seminar papers and their presentation in PPP Mode etc.

33. Teaching methods adopted to improve student learning: Intensive Library work, Using Smart Class room, Teacher – Student interaction on specific topic.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

35. SWOC analysis of the department and Future plans :

**Strength :**

1. Result of our students are excellent,
2. Well qualified and research oriented faculty.
3. All the three faculty members have completed the Ph. D works. Two awarded and one submitted his thesis.
4. The College library has a good stock of books and journals.
5. The enrolment of students are increasing.

**Weakness :**

1. Lack of adequate permanent teachers.

**Evaluative Report of the Department of Bodo**

1. Name of the Department : Bodo
2. Year of establishment : 1984
3. Names of Programmes / Courses offered ( UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D. etc.) : UG (Major and General Course)
4. Names of Interdisciplinary courses and the departments/units involved :  
The faculties PG Classes Under IDOL
5. Annual/semester/choice based credit system (programme wise) :

2011-12	Semester
2012-13	Semester
2013-14	Semester
2014-15	Semester
2015-16	Semester

6. Participation of the department in the courses offered by other departments:  
The faculties take the classes of IDOL at post-graduate level.
7. Courses in collaboration with other universities, industries, foreign institutions. Etc : NIL
8. Details of courses/programmes discontinued (if any) with reasons : NIL
9. Number of teaching posts :

	Sanctioned	Filled	Vacant
Professors	NIL	NIL	NIL
Associate Professors	NIL	NIL	NIL
Asst. Professors	03	02	01
Others	(Contractual)		0

10. Faculty profile with name, qualification, designation, (D.Sc./D.Litt/Ph.D./M.Phil. etc) :

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. students guided for the last 4 years
Gwgm Brahma Kochary	M.A., M.Phil.	Assistant professor	Culture	15 years	Nil
Idrajit Brahma	M.A., M.Phil.	Assistant professor	Literature	12 years	Nil
Binika Goyary	M.A.B.ed	Lecturer	Language	6 years	Nil
Asha Rani Brahma	M.A.	Lecturer	Language	5 years	Nil

Priyanka Basumatary	M.A.	Lecturer	Literature	3 Months	Nil
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11. List of senior visiting faculty : NIL

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : NIL

13. Student-teacher ratio (programme wise) for B.A with Assamese Major and General Course:

2011-2012	5:61
2012-2013	5:41
2013-2014	5:31
2014-2015	4:66
2015-2016	4:63

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : NIL

15. Qualifications of teaching faculty with D.Sc./D.Litt/Ph.D/M.Phil/P.G. :

With M.Phil. : 02

With P.G. : 03

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: NIL

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc and total grants received: NIL

18. Research Centre/ facility recognized by the University : NIL

19. Publications :

**\* Publication per faculty**

(i) Gwngwm Brahma Kachary:

- Nwng Manw Undulangkhw (Poem, 1990)
- Shialni Haba (Short story, 1999)
- Khanshaynai Raythai (Prose, 2014, ISBN – 978-93-83576-26-5)

(ii) Binika Goyary:

- Thunlaini Bidang (2015, ISBN-978-93-84211-06-6)

(iii) Asha Rani Brahma:

- Rao Arw Thunlai (2015, ISBN-978-93-85442-11-7)
- Bijirnai Nwjwrao Boro Khonthai (2015, ISBN-978-93-85442-15-5)

- Bijirnai Nwjraro Boro Thunlai (2015, ISBN-978-93-85442-14-8)

b) Number of papers published in peer reviewed journals (national/ International) by faculty and students: NIL

\* Number of publications listed in International database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.) : NIL

\* Monographs:

\* Chapter in Books –

1. Gwgm Brahma Kachary -30

2. Indrajit Brahma – 15

3. Binika Goyary- 6

4. Asha Rani Brahma -10

\* Books/ Journal Edited –

Editors	Nos	Books/Journal
Gwgm Brahma Kachary	08	Swrji, Bagduwar Thandwi, Fwrwnglai, Khonthai Raithai Bidang, Janajati, Sanrega, Solo Bidang, Raithai Thunlai Bidang, Alari
Indrajit Brahma	03	Nwudari Sikhla, Alari, Jay Kr. Brahmani Jiou Arw Santhou, Bijni Duwarni Rouniya.

\* Books with ISBN/ISSN numbers with details of publishers -

Author	Name of Books	ISBN/ISSN	Publisher
Gwgm Brahma Kachary	Khanshaynai Raythai	978-93-83576-26-5	Onsumwi Library
Binika Goyary	Thunlaini Bidang	978-93-84211-06-6	Saraighat Prakhasan
Asha Rani Brahma	Rao Arw Thunlai	978-93-85442-11-7	Words & Words
	Bijirnai Nwjraro Boro Khonthai	978-93-85442-15-5	Words & Words
	Bijirnai Nwjraro Boro Thunlai	978-93-85442-14-8)	Words & Words

\* Citation Index-

\* SNIP

\* SJR

\* Impact Factor

\* h-index

20. Areas of consultancy and income generated: NIL

21. Faculty as members in  
 a) National Committees b) International Committees c) Editorial Boards (All fields are NIL)
22. Student projects:  
 a) Percentage of students who have done in-house projects including inter departmental/programme: : Sixth Semester students of the year 2013 - 2014 & 2014 – 2015  
 b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies: NIL
23. Awards/Recognition received by faculty and students: NIL
24. List of eminent academicians and scientists / visitors to the department:  
 A. Dr. Anil Boro, Associate Prof. Dept of Folklore, GU  
 B. Dr. Bhupen Narzaree , HOD Dept of Bodo, GU  
 C. Dr. Swarna Prova Chainary, Associate Prof. Dept of Bodo, GU  
 D. Dr. Phukan Ch. Basumatary, Associate Prof. Dept of Bodo, BU
25. Seminars / Conference / Workshop organized & the source of funding:  
 \* National : One seminar, (Topic should be include) Sahitya Akademy  
 \* International – NIL
26. Students profile programme / course wise:

YEAR	Programme	Selected	Enrolment		Pass percentage	Class	
			Male	Female		1st	2nd
2011-12	Major	34	14	20			
	General	273	125	148			
2012-13	Major	26	12	14	92	8	
	General	181	103	78			
2013-14	Major	40	13	27	69	5	3
	General	118	63	65			
2014-15	Major	39	7	32	87.5	10	4
	General	225	109	116			
2015-16	Major	43	13	30			
	General	170	85	95			

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other state	% of students from abroad
B.A. (Major)	100%	0%	0%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc.:

29. Student progression:

Student Progression	Against % enrolled
UG to PG	80%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed <ul style="list-style-type: none"><li>• Campus Selection</li><li>• Other than campus recruitment</li></ul>	
Entrepreneurship/Self - Employment	

30. Details of Infrastructure facilities:

- A. Library: Departmental & Central Library
- B. Internet facilities for staff & Students: YES
- C. Class rooms with ICT facility: YES
- D. Laboratories: NIL

31. Number of students receiving financial assistance from the college, university, government or other Agencies: NIL

32. Details of student enrichment programmes (Special lectures / workshops / seminar) with external Experts: NIL

33. Teaching methods adopted to improve student learning:

- Talk and chalk method is primarily adopted. Group discussions, field studies, home assignments, Workshops, seminars, Unit-test, Remedial classes for slow learner, and Tutorial classes are allotted to improve the teaching learning process.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- Department plays important role in carrying out different project works for all department of our college especially in environmental paper.
- Department actively participated in the rally and plantation programme in connection with the Environment Day organised by the college.
- Department takes active part in different social service and cultural activities organised by the college.
- Department also take active role in the programmes of the extension cell of the college.
- The faculty members are closely involved in every awareness programmes Organised by Women Awareness Cell of the college.

35. SWOC analysis of the department and Future plans:

**Strength**

1. Large number of student's enrolment.
2. Two faculty members having M.Phil degree and three are ongoing Ph.D. work is major strength of our department.

3. Active co-operation among the faculties of the department can be regarded as one of the major strengths of our department.
  4. Teachers-student close relationship is another major strength of our department.
  5. Good understanding among the faculties is also regarded strengths of the department.
  6. Involvement of faculty members on non-academic fields like.....
- (i) Gwgm Brahma Kachary is a life member of Bodo Writer s Academy, Vice-President of Bodo Department Teachers Association, Vice-President of Tribal Youth League, Vice-President of Bijni College Unit, ACTA
  - (ii) Binika Goyary is a life member of Bodo Writers Academy.
7. Some of reference books on the subject at the central library of the college and departmental library in the department.

**Weakness:**

1. The increasing of the student enrolment in the subject not only affected the required student-teacher ratio but also destabilized the teaching environment.
2. Shortage of permanent faculty is the greatest weakness of the department.
3. Due to huge number of student, the department facing problems of class room.
4. There is insufficient of reference books in the central library due to unavailable of Bodo books.

**Opportunity:**

- (i) Departmental seminar, group discussion and project works for 6th semester students have provided the necessary scope to the students to develop in academic side.
- (ii) Timely completion of the courses, supported with proper explanation, interaction, information, necessary notes and study materials in different classes have provided plenty of opportunity for students to excel in the university examinations.
- (iii) Facilities of problem solving such as syllabus related counselling offered by the faculty members of the department provide opportunity to clarify their confusions.

**Challenges:**

1. Poor socio economic background of the students.
2. Most of the students are from remote area.
3. Higher Secondary Courses along with the ongoing semester courses of under graduate level is another constrains to expand the department to the post graduate level of the studies.
4. Lack of interaction of some students of the department with the faculty members limits the expansion of knowledge.
5. Weak base of schooling education of the students.

**Future plans:**

1. To organise UGC sponsored national and international seminar.
2. To organise UGC sponsored national level workshop.
3. To publish departmental research journal with ISSN No.

4. To open PG courses in Bodo.
5. Establishment of a cultural museum in the department.

**EVALUATION REPORT OF THE DEPARTMENT OF BOTANY**

1. Name of the department : BOTANY
2. Year of establishment : 1994
3. Name of programmes/course offered  
(UG, PG, M. Phil, Ph. D, Integrated Masters; Integrated Ph.D., etc) : UG (Major and General course)
4. name of interdisciplinary courses and departments/units involved: Nil
5. Annual/Semester/Choice based credit system (Programme wise)

2011-2012	Semester + Annual
2012-2013	Semester + Annual
2013-2014	Semester
2014-2015	Semester
2015-2016	Semester

6. Participation of the department in the courses offered by other departments:  
The facilities of this department have shouldered the responsibility of teaching Environmental Studies at the under-graduate level for other departments of the college.
7. Course in collaboration with other university, industry, foreign institutions, etc. : Nil
8. Details of course/programmes discontinued (if any) with reasons: Nil
9. Number of Teaching Posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	03	01

10. Faculty profile with Name, Qualification, Designation, Specialization, (D.Sc./D.Litt./Ph.D./M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Lily Devi	M. Sc., M. Phil	Assistant Professor	Microbiology	11 years	Nil
Jabin Chandra Roy	M. Sc.	Assistant Professor	Ecology	19 years	Nil
Jyotirupa Sarma	M.Sc.	Assistant Professor	Microbiology	0 years	Nil

11. List of senior visiting faculty : Nil
12. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty : Nil
13. Student –Teacher Ratio (programme wise) for B.sc. with Botany Major and General Course

2011-2012	14:2
2012-2013	17:2
2013-2014	31:2
2014-2015	78:2
2015-2016	117:3

14. Number of academic support staff(technical) and administrative Staff; sanctioned and filled: bearer -01, Sanctioned and filled
15. Qualifications and teaching faculty with D.Sc./D. Litt/Ph. D/M. Phil/PG  
 With M.Phil:01 with PG: 03

16.

Number of faculty with ongoing projects	National funding agencies	International funding agencies	Grants received
Nil	Nil	Nil	

17. Departmental projects funded by DST-FIST: UGC,DBT,ICSSR, Etc and total grants received : Nil

18. Research centre/ facility recognized by the university : Nil

19. Publications:

Three articles published with ISBN numbers: 13-978-81930041-2-8, 978-93-81563-15-1, 978-93-81563-48-9.

20. Areas of consultancy and income generated : Nil

21. Faculty members in

- a) National committees : Nil
- b) International committees : Nil
- c) Editorial boards : Nil

**22. Students projects**

- a) Percentage of students who have done in house projects including inter departmental programme : All B.Sc. third year students and six semester students (Major)

- b) Percentage of students placed for projects in organizations outside the institution  
i.e in research laboratories/ industries other agencies: Nil

23. **Awards / recognitions received by faculty and students:** Nil

24. **List of eminent academicians and scientists/ visitors to the department :** Nil

25. **Seminars / Conference/ workshops organised & the source of funding**

a) National : Nil

b) International : Nil

26. **Student profile programme/ course wise:**

YEAR		NUMBER OF STUDENT		Total(M+F)
		Male(M)	Female(F)	
2011-2012	General	12	2	14
2012-2013	General	15	2	17
2013-2014	General	28	3	31
2014-2015	General	69	9	78
2015-2016	Major	10	5	15
	General	84	18	102

27. **Diversity of students**

Name of the course/programme	% of student from the same state	% of student from the other state	% of student from abroad
B. Sc (Major)	100%	0	0
B. Sc (General)	100%	0	0

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc?**

- TET(Teacher Eligibility Test)= 10

29. **Student progression**

Student progression	Against % enrolled
UG to PG	50%
PG to M. Phil	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA

Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	NA
Entrepreneurship / Self – employment	NA

**30. Details of infrastructural facilities**

- Library : Central Library
- Internet facilities for staff & students : Wi-Fi facilities available
- Class rooms with ICT facility : 02 common classroom
- Laboratory : 01

31. Number of students receiving financial assistance from college, university, government or other agencies : Nil

32. Details on student enrichment programmes ( special lectures/ workshops / seminar) with external experts : Nil

**33. Teaching method adopted to improve student learning:**

- Talk and chalk method,
- Home assignment,
- Class test,
- Group discussion,
- Seminar,
- Smart class as audio visual aid methods of teaching are mostly adopted to improve student learning.

**34. Participation in Institutional Social Responsibility (ISR) and extension activities;**

- Our Department (Botany) and the science stream takes active part in NCSC (National Children Science Congress) District level programme organised by Bijni college, Science stream.
- Department takes part in different social activities and other social works and cultural programme in the college and also outside the college.
- Our faculty member work as assistant programme co-ordinator in the project named as “plantation of the college campus given by the ASTEC”
- The faculty members of our department also play an active role in take classes in environmental studies and field work also.

**35. SWOC analysis of the Department and future plans:**

- Strength :
  - a) Student – teacher cooperation and relation is the major strength of our Department.
  - b) Presence of some quantitative and relevant Botany major course related books is another strength of our Department.
- Weakness :
  - a) Insufficient classroom for student.
  - b) No separate laboratory for major and general students.
  - c) Less number of faculty members.

- Opportunity :
  - a) Timely completion of courses. Our teacher completes the course with due time and explanation.
  - b) Some relevant project works are done in our Department by the student.
  
- Constrain :
  - a) There is no Departmental library.
  - b) Lavatory facility is not available in the Department and also in the science stream.
  
- Future activities :
  - a) To organise UGC sponsored national seminars.
  - b) To publish Departmental magazines.
  - c) To do project work along with the student.

## Evaluation Report of the Department of Chemistry

1. Name of the department **Chemistry**
2. Year of Establishment **1994**
3. Names of programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG (**Major and General Course**)
4. Names of Interdisciplinary courses and the departments / units involved: **Nil**
5. Annual/semester/choice based credit system (programme wise)

<b>2010-2011</b>	<b>Annual</b>
<b>2011-2012</b>	<b>Semester</b>
<b>2012-2013</b>	<b>Semester</b>
<b>2013-2014</b>	<b>Semester</b>
<b>2014-2015</b>	<b>Semester</b>
<b>2015-2016</b>	<b>Semester</b>

6. Participation of the departments in the courses offered by other departments

**The faculties of this department are involved in teaching Environmental Studies at the undergraduate level for other departments of the college.**

7. Courses in collaboration with other universities, industries, foreign institutions, etc. **Nil**
8. Details of courses/programmes discontinued (if any) with reasons: **Nil**
9. Number of teaching posts

	<b>Sanctioned</b>	<b>Filled</b>
<b>Professors</b>	<b>Nil</b>	<b>Nil</b>
<b>Associate Professors</b>	<b>Nil</b>	<b>Nil</b>
<b>Asst. Professors</b>	<b>02</b>	<b>02</b>

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. students guided for the last 4 years
Swapna Saha	M.Sc.,M.Phil.	Assistant Professor	Organic Chemistry	19 years	Nil
Dipak Bhattacharyya	M.Sc.,M.Phil.	Assistant Professor	Physical Chemistry	16 years	Nil

11. List of senior visiting faculty: **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **Nil**
13. Student – Teacher Ratio (programme wise) for B.Sc. with Chemistry General Course.

<b>2010 – 2011</b>	<b>2 : 35</b>
<b>2011 – 2012</b>	<b>2 : 47</b>
<b>2012 – 2013</b>	<b>2 : 47</b>
<b>2013 – 2014</b>	<b>2 : 65</b>
<b>2014 - 2015</b>	<b>2 : 102</b>
<b>2015 - 2016</b>	<b>2 : 157</b>

Student – Teacher Ratio (programme wise) for B.Sc. with Chemistry Major Course.

<b>2015 - 2016</b>	<b>2 : 11</b>
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14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Bearer – 01(one), Sanctioned and filled.**
15. Qualification of teaching faculty with D.Sc./D. Litt/Ph. D/M. Phil/PG.

**With M. Phil: 02**

- 16.

Number of faculty with ongoing projects	National funding agencies	International funding agencies	Grants received
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: **Nil**
18. Research Centre / facility recognised by the University : **Nil**
19. Publications:
- (i) **One Article in ‘PRATIBHA’ published by Women Cell, Bijni College. 2<sup>nd</sup> Issue, Session: 2009-10.**
- (ii) **One Article in ‘PRATIBHA’ published by Women Cell, Bijni College. ISSN – 2349 – 5286, Volume – 3, No – 3, December, 2014.**
- (iii) **One article in “DAPON”, ISBN – 978-81-931547-7-9, published by 106<sup>th</sup> Orientation Programme, HRDC, Gauhati University.**
20. Areas of consultancy and income generated: **Nil**
21. Faculty as members in
- a) National committees : **Nil**
- b) International committees : **Nil**
- c) Editorial Boards : **01**
22. Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme: **Nil**
- b) Percentage of students placed for projects in organizations outside the institution i.e. in research laboratories/industries/other agencies: **Nil**
23. Awards/recognitions received by faculty and students: **Nil**
24. List of eminent academicians and scientists/visitors to the department: **Nil**
25. Seminars /Conference/ workshops organised & the source of funding
- a) National: **Nil**
- b) International : **Nil**
26. Student profile programme/course wise:

<b>B.Sc. 1<sup>st</sup> and 2<sup>nd</sup> semester Chemistry</b>				
YEAR		MALE(M)	FEMALE(F)	TOTAL(M+F)
2011-2012	General	27	05	32
2012-2013	General	28	01	29
2013-2014	General	38	06	44

2014-2015	General	57	04	61
2015-2016	Major	10	01	11
	General	67	25	92

<b>B.Sc. 3<sup>rd</sup> and 4<sup>th</sup> semester Chemistry</b>				
YEAR		MALE(M)	FEMALE(F)	TOTAL(M+F)
2012-2013	General	15	X	15
2013-2014	General	13	X	13
2014-2015	General	30	04	34
2015-2016	General	43	03	46

<b>B.Sc. 5<sup>th</sup> and 6<sup>th</sup> semester Chemistry</b>				
YEAR		MALE(M)	FEMALE(F)	TOTAL(M+F)
2013-2014	General	08	X	08
2014-2015	General	07	X	07
2015-2016	General	19	X	19

27. Diversity of students

Name of the course/programme	% of students from the same state	% of students from the other state	% of student from abroad
<b>B.Sc.(General)</b>	<b>100%</b>	<b>0</b>	<b>0</b>

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, defence service etc? **students in defence service=35, TET(Teacher Eligibility Test)=10**

29. Student progression

Student Progression	Against % enrolled
<b>UG to PG</b>	<b>45%</b>
<b>PG to M. Phil</b>	<b>NA</b>
<b>PG to Ph.D.</b>	<b>NA</b>
<b>Ph.D. to Post-Doctorial</b>	<b>NA</b>

<b>Employed</b>	<b>NA</b>
<ul style="list-style-type: none"> <li>• <b>Campus Selection</b></li> <li>• <b>Other campus recruitment</b></li> </ul>	
<b>Entrepreneurship/Self -Employment</b>	<b>NA</b>

30. Details of Infrastructural facilities:

- a) Library : **Central Library**
- b) Internet facility for staff and students : **Wi-Fi facilities available**
- c) Class rooms with ICT facility : **02 common classrooms available**
- d) Laboratory : **Laboratory =01**

31. Number of students receiving financial assistance from college, university, government or other agencies: **50 (Financial assistance from government as SC/ST scholarship, OBC scholarship, minority scholarship)**

32. Details on student enrichment programmes(special lectures/workshops/seminar) with external experts: **Nil**

33. Teaching methods adopted to improve student learning:

**Lecture method is primarily adopted by using chalk, duster, and blackboard.**

**Smart classes are taken for the improvement of the students. Home assignments, group discussions are allotted to the students to improve their learning.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

**1) Department takes active part in different social service and cultural activities organized by the college.**

**2) Faculties of the department are selected as academic co-ordinator and members in district level National Children's Science Congress (NCSC).**

**3) Faculties of the department take active part on World Environment Day (Plantation programme, awareness programme) organized by the college.**

35. SWOC analysis of the department and Future plans:

**Strength:**

- 1) Strong co-operation among the faculties of the department is the major strength of the department.
- 2) The relationship between the teachers and students is excellent, which is a major strength of the department.
- 3) Presence of various quality books is another strength of our department.

**Weakness:**

- 1) For smooth conduct of the practical classes the presence of only one laboratory bearer has created over burden on the teaching staff.
- 2) Shortage of teaching staff and class rooms are the major weakness of the department.
- 3) The existing single laboratory is not adequate for smooth conduct of practical classes. (Since Major subject is introduced in the department)
- 4) The lavatory facility is not available in the department as well as in the science stream.

**Opportunity:**

- 1) The teachers of the department complete the courses in due time.
- 2) Group discussions, remedial classes, tutorial classes are done for enhancement of the knowledge of the students.
- 3) Subject related counselling is offered by the faculty members of the department.
- 4) Wall Magazine is published annually by the department, which provides opportunity to the students to express their creative mind.

**Constrain:**

- 1) Insufficient books in the department is the major constrain of our department.
- 2) Higher Secondary classes are the major constrain in smooth conducting the semester classes.

**Future Plan:**

- 1) The department has a future plan for publishing departmental magazine.
- 2) The department has a plan to organize UGC sponsored national seminar.

**EVALUATIVE REPORT OF THE DEPARTMENT OF ECONOMICS**

1. Name of department : Economics
2. Year of establishment : 1969
3. Name of Programme/Course offered ( UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : UG (Major and General Course)
4. Name of interdisciplinary course and departments/units involved:
  - Two of the faculty members presently are involved in Environmental Studies Class.
  - Two of the faculty members presently are involved in D. El. Ed. programme under KKHSOU (distance mode)
5. Annual/semester/choice based credit system (programme wise):
  - B. A. Programme
  - T. D. C. Course - 2006-2011 (Annual Programme)
  - From 2011-12 (Semester system)
6. Participation of the department in the courses offered by other departments: NIL
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: NIL
8. Detail of course/programmes discontinued (if any ) with reasons: NIL
9. Number of teaching post

	Sanctioned	Filled
Professors	NIL	
Associate Professors	03	03
Asst. Professors	01	01
Assistant Professor(Temporary)	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. /M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Ms. Subrata Goswami	M.A.	Associate Professor	Banking	33
Ms. Nandita Das	M.A.	Associate Professor	Demography & Applied Statistics	28
Ms. Sabita Ray	M.A.	Associate Professor	Banking	18

Malay Kumar Chanda	M.A.	Assistant Professor	Econometrics, Environmental Economics & H.R. D.	03
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11. List of senior visiting faculty : NIL
12. Percentage of lecturers delivered and practical classes handled (programme wise) by temporary faculty: NIL
13. Student-teacher ratio (programme wise): 27:1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: NIL
15. Qualification of teaching faculty with DSc/D.Litt./Ph.D./M.Phil./PG. P.G.-5
16. Number of faculty with on-going projects from a) National b) International funding agencies and grants received : Completed 3 Minor Research Project under UGC (NERO)
17. Departmental project funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grant received: NIL
18. Research Centre/ facility recognized by the University: NIL
19. Publications:
  - Publication per faculty : Sabita Ray : 01
  - Number of papers published in peer reviewed journals (national/ international) by faculty and students : NIL
  - Number of publication listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Dictionary, EBSCO host, etc.) : NIL
  - Monographs : NIL
  - Chapter in books : NIL
  - Books edited : NIL
  - Books with ISBN/ ISSN numbers with details of publishers:

Sl. No.	Name of the Books	Name of the Authors	Publishers
1	Kobitar Poduli	Sabita Ray	Viki Publisher

- Citation Index: NIL
- SNIP: NIL
- SJR: NIL
- Impact factor :NIL
- h-index: NIL
- Area of consultancy and income generated : NIL

20. Faculty as member in

- National Committees b) International Committees c) Editorial Board :04

21. Student Project

- Percentage of students who have done in-house projects including inter departmental/ programme : 15%
- Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/ Industry/ other agencies : NIL

22. Awards/ Recognition received by faculty and students : NIL

23. List of eminent academicians and scientists/ visitors to the department: NIL

24. Seminars/ Conferences/Workshops organized & the source of funding

- National –National Level Workshop on Indian Cork Industry and Assamese Puppet Dance funded by U.G.C., on 25-06-15.
- International – NIL

25. Student profile/ course wise (major course):

Name of the Course/ programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage	Students With1st Class
			*M	*F		
2011-2012	02	02	00	02	100%	00
2012-2013	03	03	03	00	67%	00
2013-2014	01	01	01	00	Drop Out	
2014-2015	05	05	03	02	40%	00
2015-16	04	04	03	01	-----	-----

\*M= Male \*F= Female

26. Diversity of students

Name o the course	% of students from the same state	% of students from other states	% of students from abroad
B.A./ Semester Programme	100%	0	0

27. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil service, Defiance Service etc.:

TET : 03

28. Student progression

Student Progression	Against % enrolled
UG to PG	83%
PG to M. Phil.	NIL
PG to Ph. D	NIL
Ph. D. to Post-Doctoral	NIL

EMPLOYED	
<ul style="list-style-type: none"> <li>• Campus Selection</li> <li>• Other than Campus Recruitment</li> </ul>	50 %
Entrepreneurship\self employment	

29. Details of infrastructure facilities

- Library : Dept. has a well stocked library.
- Internet facilities for staff & students : NIL
- Classroom with ICT facility : YES
- Laboratories : NIL

30. Number of students receiving financial assistance from college, university, government or other agencies: 03 (Ishan Uday Scholarship, from UGC)

31. Details of students enrichment programmes (special lecture /workshops/ seminar) with external experts : NIL

32. Teaching methods adopted to improve students' learning-

- Lecture Method
- Project Method
- Question- Answer Method
- Educational Tour

33. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- One faculty member was the Co-ordinator, IQAC, Bijni College.
- One faculty member is SEBI Financial Education Resource Person. (Reg. No. SEBI/RP/ERO/AS/20)
- Member Under Graduate Board, Bodoland University, Kokrajhar.
- One faculty member is the convener of Extension Activities Cell of the College.
- One faculty member is the convener of Career Guidance & Counseling Cell.
- One faculty member is the convener of Women Awareness Cell.
- Three faculty members have membership of North East Economic Association.

34. SWOT analysis of the department and Future plans:

• STRENGTH

The department has the following major strengths:-

- Competent and dedicated faculty members
- Cordial relationship between teachers and students.
- A Departmental Library
- Publication of Annual Departmental Journal- Economic View (with I.S.S.N. number-23494646)
- Subscription of Journals ( Yojana, Prantik)
- Maintenance of Alumni Records
- Arrangement of Parent-Teacher Meet

- The department has an Association namely, Bijni College Economic Association (B.C.E.A), estd.2002.
- B.C.E.A. arranges departmental seminars, group discussions, study tours, socio-economic surveys, publishes wall magazine etc.
- The department has a collection of replica of handicraft items made of available local resources.

- WEAKNESS

In spite of our strengths, the department has certain lackings. Some of them are as follows-

- Low enrolment
- Lack of proper and adequate infrastructure
- A major problem faced by the department is that most of the students prefer vernacular medium for both major and general courses. But there is lack of adequate and quality books in vernacular medium, especially for major courses.

- OPPORTUNITY

- Since large number of students passes every year from the colleges and are unable to get regular admission in higher education, there is a scope for introducing PG course in regular mode.
- There is a scope for exposure for students by collaboration with different educational institutions in different forms, government organizations and NGOs for all-round personality development and career enhancement.

- THREAT

The department has the following challenges-

- Drop outs due to socio economic reasons.
- Classes are disrupted by frequent 'Bandh' and other natural calamity like flood.
- Poor receiving capacity of the students due to weak educational base in primary and secondary level along with language problems as the students come from heterogonous linguistic groups.

**EVALUATIVE REPORT OF THE DEPARTMENT OF EDUCATION**

1. Name of department : EDUCATION
2. Year of establishment : 21<sup>st</sup> July 1969
3. Name of Programme/Course offered ( UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG(Major and General Course)
4. Name of interdisciplinary course and departments/units involved:
  - The faculties are involved in D. El. Ed. programme under KHSOU (distance mode)
5. Annual/semester/choice based credit system (programme wise):  
 B.A. programme  
 T.D.C. Course : **2006-2011**(Annual Programme)  
 From **2011-12** Semester system
6. Participation of the department in the courses offered by other departments: NIL
7. Courses in collaboration with other universities, industries, foreign institutions, etc.  
 : **NIL**
8. Detail of course/programmes discontinued (if any ) with reasons: NIL
9. Number of teaching post

	<b>Sanctioned</b>	<b>Filled</b>
Professors	NIL	
Associate Professors	NIL	
Asst. Professors	02	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D.Litt./Ph.D./M. Phil. etc.)

<b>Name</b>	<b>Qualification</b>	<b>Designation</b>	<b>Specialization</b>	<b>No. of Years of Experience</b>
Aparna Misra	M.A., B.Ed., M. Phil.	Asst. Prof.	Child Psychology and adolescence Guidance	15
Anjan Kr. Rabha	M.A. B.Ed.		Environmental & Population education	06
Kankana Sarania	M.A.		Developmental Psychology	8 months
Laimwn Basumatary	M.A.		Developmental Psychology	1 month

11. List of senior visiting faculty : NIL
12. Percentage of lecturers delivered and practical classes handled (programme wise) by temporary faculty : NIL

13. Student-teacher ratio (programme wise) : 200:1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : NIL
15. Qualification of teaching faculty with D. Sc/D.Litt./Ph.D./M. Phil./PG. :
- M. Phil - 1,
  - PG - 3
16. Number of faculty with on-going projects from a) National b) International funding agencies and grants received :
- Already Completed 1 minor project under UGC (NERO)
17. Departmental project fund by DST-FIST; UGC, DBT, ICSSR, etc. and total grant received : NIL
18. Research Centre/ facility recognized by the University: NIL
19. Publications:
- Publication per faculty : Aparna Misra - 2  
Anjan Kr. Rabha - 3
  - Number of papers published in peer reviewed journals (national/ international) by faculty and students : NIL
  - Number of publication listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Dictionary, EBSCO host, etc.) : NIL
  - Monographs : NIL
  - Chapter in books : 8
  - Books edited : NIL
  - Books with ISBN/ ISSN numbers with details of publishers:

Sl. No.	Name of the Books	Name of the Authors	Publishers
1	Value Oriented Education and its Importance	Anjan Kr. Rabha	Bijni College Publication Cell
2.	Moral Education: Needs and Prospect	Aparna Misra Anjan KrRabha	Bijni College Publication Cell
3	Continuing Education and Distance mode of learning	Aparna Misra Anjan KrRabha	Vicky Publishers, Bhangagarh. Ghy-5

- Citation Index: NIL
- SNIP: NIL
- SJR: NIL
- Impact factor :NIL
- h-index: NIL
- Area of consultancy and income generated : NIL

20. Faculty as member in

- National Committees
- International Committees
- Editorial Board : NIL

21. Student Project

- Percentage of students who have done in-house projects including inter departmental/ programme:
- Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/ Industry/ other agencies: NIL

22. Awards/ Recognition received by faculty and students: NIL

23. List of eminent academicians and scientists/ visitors to the department: NIL

24. Seminars/ Conferences/Workshops organized & the source of funding

- a. National – Applied for
- b. International – NIL

25. Student profile/ course wise (major course):

Name of the Course/ programme (refer question no.4)	Application received	Selected	Enrolled		Pass percentage	Students With 1 <sup>st</sup> Class
			*M	*F		
2011-2012	15	11	02	09	100%	01
2012-2013	50	22	7	15	100%	05
2013-2014	30	28				04
2014-2015	25	18	8	10	94%	05
2015-16	18	17	8	9		

\*M= Male      \*F=Female

26. Diversity of students

Name o the course	% of students from the same state	% of students from other states	% of students from abroad
B.A./ Semester Programme	100%	0	0

27. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil service, Defiance Service etc.:

- Defence : 2
- TET : 9

28. Student progression

Student Progression	Against % enrolled
UG to PG	65%
PG to M. Phil.	NIL
PG to Ph. D	NIL
Ph. D. to Post-Doctoral	NIL
EMPLOYED	17.5 %
<ul style="list-style-type: none"> <li>• Campus Selection</li> <li>• Other than Campus Recruitment</li> </ul>	
Entrepreneurship\self employment	

29. Details of infrastructure facilities

- Library : **Dept. has one well stocked library.**
- Internet facilities for staff & students : **NIL**
- Classroom with ICT facility : **YES**
- Laboratories : **Dept. has one Psychological Laboratory**

30. Number of students receiving financial assistance from college, university, government or other agencies : **NIL**

31. Details of students enrichment programmes (special lecture /workshops/ seminar ) with external experts: **NIL**

32. Teaching methods adopted to improve students' learning-

- Lecture Method
- Project Method
- Question- Answer Method

33. Participation in Institutional Social Responsibility (ISR) and Extension activities:  
**NIL**

34. SWOT analysis of the department and Future plans:

- **STRENGTH**
  - Co-operation among the teaching faculties
  - Ideal teacher-students relationship
  - Well stocked library
  - Well-facilitated Psychological laboratory
  - Good communication skill among students
- **WEAKNESS**
  - Lack of sufficient teaching and non teaching (bearer) staff
  - Shortage of reading room and available ICT Skills

- Lack of sufficient infra structure
  
- OPPORTUNITY
  - Since large number of students get opportunity for PG in regular and distance mode there is a scope or introducing PG course in regular mode.
  - Scopes for introducing B-Ed Course If teaching strength are available.
  
- THREATS
  - Drop outs from major subjects
  - Classes are affected by so called ‘Bandh’ and other natural calamity like flood
  - Teacher student ratio is too much unsatisfactory.
  
- FUTURE PLAN
  - To organize UGC sponsored national seminar
  - To introduce B.ED. course
  - Facilitate more students for higher studies.

## Evaluative Report of English Departments

1. Name of the department : ENGLISH
2. Year of Establishment : 1969
3. Names of Programmes/Courses offered : UG
4. Names of Interdisciplinary courses and the departments/units involved
  - Environmental Studies : 01
5. Annual/ semester/choice based credit system –UG (Semester)
6. Participation of the department in the courses offered by other departments-NIL
7. Courses in collaboration with other universities, industries, foreign institutions, etc.-NIL
8. Details of courses/programmes discontinued (if any) with reasons-  
 Fuctional English- Due to lack of interest on the part of the students and lack of Adequate teachers.
9. Number of teaching posts

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	03	03
Asst. Professors	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students Guided
S. K. Pasayat	M.A, M. Phil	Associate Professor	American Literature	29 yrs	Nil
R. K. Barman	M.A.	Associate Professor	Linguistics	25 yrs	Nil
K. R. Gurung	M.A. B.Ed.	Associate Professor	E.L.L.T.	21 yrs	Nil
Dr.A. Sarkar	M.A, M. Phil. PGDT,PhD.	Assistant Professor	E.L.L.T.	16yrs	Nil

11. List of senior visiting faculty -

Dr. Girin Roy, Professor, North Bengal University, Bengal. Sept. 2007

Dr. Dipti Ranjan Pattnaik, Utkal University,Odisha. Sept. 2007

Dr. Bibhash Chaudhury, Associate Professor, Gauhati University, Assam. 2007  
Dr. Pradipta Bargohain, Associate Professor, Gauhati University, Assam, Oct. 2011  
Dr. Anita Tamuly, Associate Professor, Gauhati University, Assam. Oct.2012  
Dr. Nandana Dutta, Associate Professor, Gauhati University, Assam. Oct.2012  
Dr. Bhupen Narzary, Associate Professor, Gauhati University, Assam,(Bodo) 2013  
Sri Jayanta Bora, Associate Professor, Abhayapuri College, 2013  
Dr. Bichitrananda Beuria, Associate Professor, Bongaigaon College, 2013 & 2014  
Dr. Subash Das, Assistant Professor, B.H. College, Howly, 2014 & 2015  
Dr. Anjali Daimary, Associate Professor, Gauhati University, Assam 2014 & 2016  
Dr. Jagat Sargiary, Associate Professor, Gauhati University, Assam. ( Education)2015  
Dr. Sanjeev Nath, Associate Professor, Gauhati University, Assam 2015 & 2016  
Dr. C.Densing, Rtd.Associate Professor, B.H.B. College, Surupeta 2016

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty - 10% in General Course.

13. Student -Teacher Ratio (programme wise)-

- 10:1 (Major),
- 150:1(General)

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled-  
NIL

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.-  
Mentioned in No. -

- D. Sc. - NIL
- D. Lit - NIL
- Ph.D. - 01
- M. Phil - 02
- PG. - 04

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received - NIL

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received - NIL

18. Research Centre /facility recognized by the University-NO

19. Publications:

- Publication per faculty
- Number of papers published in peer reviewed journals (national /International) by faculty-02
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- Monographs
- Chapter in Books-01
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers

- Citation Index
  - SNIP
  - SJR
  - Impact factor
  - h-index
20. Areas of consultancy and income generated-NIL
21. Faculty as members in
- National committees
  - International Committees
  - Editorial Boards.... -YES, all four have been in various Editorial Boards in college publications from time to time.
22. Student projects
- Percentage of students who have done in-house projects including inter departmental/programme - NIL
  - Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies - NIL
23. Awards / Recognitions received by faculty and students - NIL
24. List of eminent academicians and scientists/visitors to the department – NIL
25. Seminars/ Conferences/Workshops organized & the source of funding
- National-
  - International- NIL
26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG(GEN)-2011-12	716	606	299	307	53%
UG(MAJ)-2011-12	35	18	08	10	60%
UG(SC.)-2011-12	49	38	32	06	56%
UG(GEN)-2012-13	578	491	256	235	67%
UG(MAJ)-2012-13	32	24	08	16	39%
UG(SC.)-2012-13	42	30	29	01	100%
UG(GEN)-2013-14	736	588	307	281	58%
UG(MAJ)-2013-14	21	13	06	07	53%
UG(SC.)-2013-14	75	47	41	06	34%
UG(GEN)-2014-15	686	589	275	314	50%
UG(MAJ)-2014-15	36	23	15	08	50%
UG(SC.)-2014-15	94	66	60	06	100%

UG(GEN)-2015-16	809	600	305	295	
UG(MAJ)-2015-16	47	26	12	14	
UG(SC.)-2015-16	137	110	87	23	

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
T.D.C. (General)	100%	NIL	NIL
T.D.C. (Major)	100%	NIL	NIL
T.D.C. (Sc.)	100%	NIL	NIL

28. How many students have cleared national state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc : Not available

29. Student progression

Student progression	Against % enrolled
UG to PG	75%(approx)
PG to M.Phil.	No data
PG to Ph.D.	No data
Ph.D. to Post-Doctoral	No data
<b>Employed</b>	
• Campus selection	Nil
• Other than campus recruitment	30%(approx)
Entrepreneurship/Self-employment	20%(approx)

30. Details of Infrastructural facilities

- Library- The departmental library has around 200 books.
- Internet facilities for Staff & Students- Not available at present.
- Class rooms with ICT facility – Yes
- Laboratories- NA

31. Number of students receiving financial assistance from college, university, government or other agencies-
32. Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts –
- Student Seminars and Workshops are periodically conducted for their development without external experts.
33. Teaching methods adopted to improve student learning-
- Screening of films available on course materials is done. Class-room quizzes on the same are also held. Interactive sessions are held within class room.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities-
- Both our students and teachers actively participate in these activities through individual and institutional efforts.
35. SWOC analysis of the department and Future plans-
- Strength
    - Well experienced and enthusiastic faculty,
    - Well-stocked library,
    - Good Enrolment.
  - Weakness
    - Socio-political instability affects the educational environment.
    - Frequent Bandh calls, violence etc. Chirang District being the poorest performer in both high school and higher secondary Board Exams.
    - Lack of adequate hostels and class-rooms, transportations and other infrastructures, Staff recruitment etc.
  - Opportunities
    - Good number of students,
    - Premier institute of higher education in this newly created district.
  - Challenges
    - New colleges coming up fast in the locality,
    - Brilliant students migrating to the city colleges.
    - Responding to ciontemporary diversified employment needs.

**Evaluative Report of the Department of History**

1. Name of the department : History
2. Year of the establishment : 1969
3. Names of programmes/ courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters., Integrated Ph.D. etc) : UG (major & general course)
4. Names of interdisciplinary courses and the departments/units involves: Nil
5. Annual/ semester/ choice based credit system (programme wise) :
  - \* From 1969 to 2011 annual programme.
  - \* From 2011-12 onwards semester programme.
6. Participation of the department in the courses offered by other departments: Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate professors	01	01
Asst. Professors	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D./ M.Phil. etc.)

Name	Qualification	designation	specialization	No. Of years of experience	No. of Ph.D. students guided for the last 4 years
Sikim Uddin Sheikh	MA.	Associate Prof..	Modern India	29 yrs	Nil
Babita Adhikary	M.A. M. Phil	Asst. Prof,	Modern India	20 yrs	Nil
Mahanta Talukdar	M.A.	Asst. Prof.	Modern India	16 yrs	Nil
Danshrang Goyary	M.A,	Asst. Prof.(temp)	Modern India	02 yrs	Nil

11. List of senior visiting faculty : Nil
12. Percentage of lecture delivered and practical classes handled (programme wise) by temporary faculty : 20%
13. Student-teacher ratio (programme wise) : 18:1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Nil

15. Qualifications of teaching faculty with DSc/ D.Litt./ Ph.D./ M.Phil./PG :

PG =03; M.Phil. =01

16. Number of faculty with ongoing projects from (a) national (b) international funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : nil

18. Research centre/ facility recognized by the university : Nil

19. Publications :

\*publication per faculty.

\* Number of paper published in peer reviewed journals (national/international) by faculty and students : Nil

- Number of publications listed in international database (for eg web of science, scopus, humanities international complete, dare database-International Social Sciences Directory, EBSCO host, etc.)
- Monographs : Nil
- Chapter in books : Nil
- Books edited : Nil
- Books with ISBN/ISSN numbers with details of publishers : Nil
- Citation index : Nil
- SNIP : Nil
- SJR : Nil
- Impact factor : Nil
- H-index : Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

a) National committees b) International committees c) Editorial boards....: Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: Sixth semester students of the year 2014-15

b) Percentage of students placed for projects in organizations outside the institution i.e. in research laboratories/ industry/ other agencies: Nil

23. Awards/ recognitions received by faculty and students: Nil

24. List of eminent academicians and scientist/ visitors to the department: Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National : Nil

b) International: Nil

26. Student profile programme /course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2011-12 B.A. 1 <sup>st</sup> sem (M)	01	01	01	00	
(G)	00	00			
B.A. 2 <sup>nd</sup> year (M)	00	00			
(G)	04	04	04	00	
B.A. 3 <sup>rd</sup> year (M)	01	01	01	00	
(G)	03	03	02	01	
2012-13 B.A. 1 <sup>st</sup> sem (M)	03	03	01	02	
(G)	04	04	02	02	
B.A. 3 <sup>rd</sup> sem (M)	01	01	01	00	
(G)	03	03	02	01	
B.A. 3 <sup>rd</sup> year (G)	04	04	04	00	
2013-14 B.A. 1 <sup>st</sup> sem (M)	02	02	00	02	
(G)	27	27	13	14	
B.A. 3 <sup>rd</sup> sem (M)	01	01	01	00	
(G)	03	03	00	03	
B.A. 5 <sup>th</sup> sem (M)	00	00	00	00	
(G)	00	00	00	00	
2014-15 B.A. 1 <sup>st</sup> sem (M)	03	03	03	00	
(G)	25	25	11	14	
B.A. 3 <sup>rd</sup> sem (M)	02	02	00	02	
(G)	27	27	13	14	
B.A. 5 <sup>th</sup> sem (M)	01	01	01	00	
(G)	03	03	00	03	

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. (G)	100%	0%	0%
B.A. (M)	100%	0%	0%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?

- NIL

29. Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	N.A.
PG to Ph.D.	N.A.
Ph.D. to Post-Doctoral	N.A.
<b>Employed</b>	
• Campus selection	N.A.
• Other than campus recruitment	N.A.
Entrepreneurship/Self-employment	N.A.

30. Details of Infrastructural facilities a)

Library: central library

b) Internet facilities for Staff & Students: Wi-Fi facilities are available

c) Class rooms with ICT facility: two smart classrooms

d) Laboratories: N.A.

31. Number of students receiving financial assistance from college, university, government or other agencies: nil

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts: nil

33. Teaching methods adopted to improve student learning: lecture and audio visual method

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: students

joined various extension activities organized by the college

35. SWOC analysis of the department and Future plans :

Strength :

- Good academic environment to attract students.
- Students of the department have good communication skills.

Weakness :

- Lack of teaching strength.
- Scattered classroom.

Opportunity :

- Timely completion of courses, supported with proper explanation and necessary notes and study materials in different classes have provided plenty of opportunity for students to excel in the university exams.

Constrain :

- Lack of departmental library cum reading room facility is one of the major constrain to augment learning environment.

Future plan :

- To organize UGC sponsored national and international seminars.
- To publish a departmental magazine for students.
- To start PG courses under regular mode.

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**Evaluative Report of the Department of Mathematics**

1. Name of the Department: Mathematics
2. Year of Establishment: 1994
3. Names of Programmes/ Courses offered UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D.; etc: UG (Major and General course)
4. Names of Interdisciplinary courses and the department/units involved: Nil
5. Annual/Semester/choice based credit system (programme wise)

2011-2012	Semester
2012-2013	Semester
2013-2014	Semester
2014-2015	Semester
2015-2016	Semester

6. Participation of the department in the courses offered by other department: The faculties of this department have taken the responsibility of teaching and field studies of Environmental studies.
7. Courses in collaboration with other universities, industries, foreign institutions: Nil
8. Details of courses/programmes discontinued (if any ) with reasons: Nil
9. Number of teaching posts:

	<b>Sanctioned</b>	<b>Filled</b>
Professors	Nil	Nil
Associate professors	Nil	Nil
Asst. Professors	01	01

10. Faculty Profile with name, qualification, designation, specialization  
(D.Sc./D.Lit./Ph.D./M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. students guided for the last 4 years
1. Mahizur Rahman.	M. Sc., M.Phil.	Asst. Professor	Relativity & Fluid Dynamics	20 yrs.	Nil
2. A. K. Hussain.	M. Sc., M.Phil.	Asst. Professor	Modern Algebra & Functional Analysis	15 yrs.	Nil
3. P. Das.	M.Sc., M.Phil.	Asst. Professor	Relativity & Fluid Dynamics	15 yrs.	Nil

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : Nil

13. Student-Teacher Ratio (Programme wise) for B.Sc. with Mathematics Major and General Course.

2010-2011	31:3
2011-2012	46:3
2012-2013	46:3
2013-2014	46:3
2014-2015	77:3
2015-2016	77:3

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Nil

15. Qualifications of teaching faculty with DSc/D. Litt/ Ph. D/ M. Phil/PG:

With M. Phil: 03

16.

No. of faculty with ongoing projects	National funding agencies	International funding agencies	Grants received
Nil	Nil	Nil	

17. Departmental projects funded by DST-FIST; UGC,DBT,ICSSR,etc. And total grants received : Nil

18. Research Centre / facility recognized by the University: Nil

19. Publications :

- Publication per faculty: Nil
- Number Of Papers published in peer reviewed journals (National / international) by faculty and students: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

a) National committees : Nil

b) International committees: Nil

c) Editorial Boards: Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/ programme: 6<sup>th</sup> semester students of the year 2014-15

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/ Industry/ other agencies: Nil

23. Awards / Recognitions received by faculty and students: Nil

24. List of eminent academicians and scientists/ visitors to the department: Nil

25. Seminars/ Conferences/ Workshops organized & the source of funding

a) National: Nil

b) International: Nil

26. Student profile programme /Course wise B. Sc (Including 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> year(semester) both General & Major courses)

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2010-11	31	31	28	03	75%
2011-12	46	46	42	04	88%
2012-13	46	46	43	03	100%
2013-14	46	46	40	06	100%
2014-15	77	77	72	05	33.33%
2015-16	77	77	67	10	

\*M=Male

\*F=Female

27. Diversity of Students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
B. Sc (Major & General)	100%	0%	0%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc: Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	20-30%
PG to M.PHIL	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	NA
Entrepreneurship/Self-employment	NA

30. Details of Infrastructural facilities

- a) Library : Yes
- b) Internet facilities for Staff & Students: Wi-Fi connectivity for staffs only
- c) Class rooms with ICT facility: Nil
- d) Laboratories: Nil

31. Number of students receiving financial assistance from college ,university, government or other agencies: Nil

32. Details on student enrichment programmes (special lectures/workshops /seminars)with external experts: Nil

33. Teaching methods adopted to improve student learning:

- I. Lecture Method
- II. Audio-Visual Method

34. Participation in Institutional Social Responsibility (ISR) and extension activities:

- I. Department plays important role in carrying out different project works for all departments of our college specially in environmental studies paper.
- II. The department also takes part in different social services and cultural activities organised by the college.

35. SWOC analysis of the department and Future plans:

- Strength:
  - I. Presence of cooperation among the teaching faculties of our department can be regarded as one of the major strengths of our department.
  - II. Cordial student-teachers relationship is another major strength of our department.
  - III. Presence of good numbers of quality and relevant mathematics major course related books is strength of our department.
- Weakness:
  - I. Lack of teaching strength.
  - II. Shortage of class rooms.
- Opportunity:
  - I. Timely completion of courses, supported with proper explanation and necessary notes and study material in different classes have provided plenty of opportunity for students to excel in the university exams.
  - II. Problem solving facilities such as subject related counselling offered by the faculty members of our department provides opportunity to clarify their confusions.
- Constrain:
  - I. Lack of departmental library cum reading room facility is one of the major constrain to augment learning environment.
  - II. Support for Higher secondary courses along with the ongoing semester programme of undergraduate level is another constrain to expand our department to the level of post graduate study.
  - III. Drop out is also a major issue.
- Future Plan:
  - I. To popularise Mathematics among the students of school level .
  - II. To publish a departmental magazine for students.

## Evaluative Report of Philosophy Department

1. Name of the department - **PHILOSOPHY**
2. Year of Establishment - **21<sup>st</sup> July 1969**
3. Names of Programmes / Courses offered - **UG(Major and General Course)**
4. Names of Interdisciplinary courses and the departments/units involved-
  - One faculty is involved in IDOL Programme under G.U.
5. Annual/ semester/choice based credit system – UG (Semester)
  - T.D.C.Course-2006-2011
  - From 2011-12 Semester system
6. Participation of the department in the courses offered by other departments-NIL
7. Courses in collaboration with other universities, industries, foreign institutions, etc.-NIL
8. Details of courses/programmes discontinued (if any) with reasons- NIL
9. Number of Teaching posts

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	
Asst. Professors	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students
BIBHA TALUKDAR	M.A. (SLET)	Asst. Professor	Logic	12 yrs	Nil
SULABH CH. DAS	M.A. (SLET)	Asst. Professor	Logic	8 <sup>th</sup> yrs	Nil
NIJARA MADHI	M. A.(NET) M. Phil	Asst. Professor	Logic	7 <sup>th</sup> yrs	Nil

11. List of senior visiting faculty-Nil
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty- 10% in General Course.
13. Student -Teacher Ratio (programme wise)-10:1 (Major), 130:1(General)
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled-NIL

15. Qualifications of teaching faculty with DSc/ D. Litt/ Ph. D/ M. Phil / PG.-Mentioned in NO.-

- D. Sc- NIL
- D. Lit-NIL
- Ph. D-NIL
- MPhil-01
- PG.-03

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received-NIL

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received-NIL

18. Research Centre /facility recognized by the University-NIL

19. Publications:

- Publication per faculty
- Number of papers published in peer reviewed journals (national /international) by faculty and students- NIL
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)-NIL
- Monographs-NIL
- Chapter in Books-NIL
- Books Edited-NIL
- Books with ISBN/ISSN numbers with details of publishers-NIL
- Citation Index-NIL
- SNIP-NIL
- SJR-NIL
- Impact factor-NIL
- h-index-NIL

20. Areas of consultancy and income generated-NIL

21. Faculty as members in

- a) National committees
- b) International Committees
- c) Editorial Boards....-NIL

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme-NIL
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies-NIL

23. Awards / Recognitions received by faculty and students-NIL

24. List of eminent academicians and scientists / visitors to the department-NIL

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National- NIL
- b) International- NIL

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2011-2012(Major)	04	02	02	00	100%
2011-2012(General)	12	12	05	07	66%
2012-2013(Major)	12	09	05	04	
2012-2013(General)	41	41	20	21	80%
2013-2014(Major)	14	11	03	01	
2013-2014(General)	94	94	53	41	75%
2014-2015(Major)	25	21	10	11	100%
2014-2015[General]	142	142	65	77	100%
2015-2016(Major)	25	21	11	10	100%
2015-2016(General)	204	204	111	93	100% (2 obtain 1 <sup>st</sup> class)

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B. A. (General)	100%	NIL	NIL
B.A. (Major)	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc. – Defence - 02

29. Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	NIL
PG to Ph.D.	NIL
Ph.D. to Post-Doctoral	NIL
Employed	
• Campus selection	Nil
• Other than campus recruitment	10%
Entrepreneurship/Self-employment	20%

30. Details of Infrastructural facilities

- a) Library- The departmental library has around 50 books
- b) Internet facilities for Staff & Students- Not adequate at present.
- c) Class rooms with ICT facility – Yes
- d) Laboratories- Nat need.

31. Number of students receiving financial assistance from college, university, government or other agencies- NIL

32. Details on student enrichment programmes (special lectures / workshops /Seminar) with external experts- Student Seminars and Workshops are periodically conducted for their development.

33. Teaching methods adopted to improve student learning-

- a) Lecture Method
- b) Project Method
- c) Question-Answer Method.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities-Both our students and teachers actively participate in these activities through Individual and institutional efforts.

35. SWOC analysis of the department and Future plans-

- Strength-
  - a) Good Enrolment.
  - b) Co-operation among the departmental staff.
  - c) Teacher-student relationship is well.
- Weakness-
  - a) Lack of sufficient teaching staff.
  - b) Socio-political instability affects the educational environment.
  - c) Frequent Bandh calls, violence etc. in Chirang District being the poorest

performer in Exams.

d) Lack of adequate hostels and class-rooms and other infrastructures, etc.

- Opportunities-
  - a) Good number of students get opportunity for higher education in newly created district mood.
- Challenges-
  - a) New colleges coming up fast in the locality, Brilliant students migrating to the city colleges,
- Future Plan-
  - a) To organize UGC sponsored national seminar.
  - b) Facilitate more students for higher education.

**EVALUATION REPORT OF THE DEPARTMENT OF PHYSICS**

1. Name of the department PHYSICS
2. Year of Establishment 1994
3. Name of Programmes /Course offered (UG, PG, M. Phil, Ph.D., Integrated Masters; Integrated Ph. D., etc): UG(Major and General Course)
4. Name of Interdisciplinary Courses and departments/units involved: Nil
5. Annual/Semester/Choice based credit system (Programme wise)

2010-2011	Annual
2011-2012	Semester + Annual
2012-2013	Semester + Annual
2013-2014	Semester
2014-2015	Semester

6. Participation of the department in the courses offered by other departments:  
The faculties of this department have shouldered the responsibility of teaching Environmental studies at the under-graduate level for other department of the college.
7. Courses in collaboration with other universities, industries, foreign institutions etc. : Nil
8. Detail of courses/programmes discontinued(if any) with reasons: Nil
9. Number of Teaching Posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate professor	Nil	Nil
Asst. Professor	03	03

10. Faculty profile with name, qualification, designation, specialisation, ( D. Sc /D.Litt. /Ph.D./M.Phil etc )

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. students guided for the last 4 years
Sanjita Ray	M.Sc., M.Phil.	Assistant Professor	Particle Physics	20 years	Nil
Syed Jawahar Hussain	M.Sc., M. Phil.	Assistant Professor	Spectroscopy	19 years	Nil
Jayshri Narzary	M.Sc., B.Ed.	Assistant Professor	Electronics	4 years	Nil

11. List of senior visiting faculty: Nil  
 12. Percentage of lectures delivered and practical classes handled(Programme wise) by temporary faculty: Nil  
 13. Student –Teacher Ratio (programme wise for B.Sc. with Physics Major and General Courses.

2011-2012	34:3
2012-2013	26:3
2013-2014	52:3
2014-2015	74:3
2015-2016	100:3

14. Number of academic support staff ;sanctioned and filled: Bearer-01(one),Sanctioned and filled  
 15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG: M.Phil=2, P.G.=3  
 16.

Number of faculty with ongoing projects	National funding agencies	International funding agencies	Grants received
Nil	Nil	Nil	Nil

17. Departmental projects funded by DST-FIST;UGC,DBT,ICSSR,etc.and total grant received: Nil  
 18. Research Centre/facility recognized by the University: Nil  
 19. Publications:  
 Two Articles in ‘PRATIBHA’ published by Women Cell, Bijni College.  
 20. Areas of consultancy and income generated: Nil  
 21. Faculty members in  
 d) National committees : Nil  
 e) International committees : Nil  
 f) Editorial Boards : Nil  
 22. Student projects  
 c) Percentage of students who have done in-house projects including inter departmental/programme: All B.Sc.third year students and six semester students (Major)  
 d) Percentage of students placed for projects in organizations outside the institution i.e. in research laboratories/industries/other agencies: Nil  
 23. Awards/recognitions received by faculty and students: Nil  
 24. List of eminent academicians and scientists/visitors to the department: Nil  
 25. Seminars /Conference/ workshops organised & the source of funding

c) National: Nil

d) International : Nil

26. Student profile programme/course wise:

YEAR	B.Sc. 1 <sup>st</sup> & 2 <sup>nd</sup> Semester and 2 <sup>nd</sup> & 3 <sup>rd</sup> Year Physics							Total (M+F)
		1 <sup>st</sup> & 2 <sup>nd</sup> Semester		2 <sup>nd</sup> Year		3 <sup>rd</sup> Year		
		M	F	M	F	M	F	
2011-2012	Major	5	0	1	0	0	0	34
	General	19	1	3	0	5	0	
2012-2013	Major	1	0	X	X	1	0	13
	General	9	0	X	X	2	0	
2013-2014	Major	4	2	X	X	X	X	26
	General	20	0	X	X	X	X	
2014-2015	Major	13	1	X	X	X	X	33
	General	19	0	X	X	X	X	
2015-2016	Major	7	6	X	X	X	X	41
	General	26	2	X	X	X	X	

YEAR	B.Sc. 3 <sup>rd</sup> & 4 <sup>th</sup> Semester			Total (M+F)
		Male (M)	Female(F)	
2012-2013	Major	5	0	13
	General	7	1	
2013-2014	Major	1	0	8
	General	7	0	
2014-2015	Major	4	2	21
	General	15	0	
2015-2016	Major	9	1	25
	General	15	0	

YEAR	B.Sc. 5 <sup>th</sup> & 6 <sup>th</sup> Semester			Total (M+F)
		Male (M)	Female(F)	
2013-2014	Major	4	0	14
	General	9	1	
2014-2015	Major	1	0	7
	General	6	0	
2015-2016	Major	4	2	21
	General	15	0	

27. Diversity of students

Name of the course/programme	% student from the same state	% student from the other state	% student from abroad
B.Sc.(Major)	100%	0	0
B.Sc.(General)	100%	0	0

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, defence service etc? students in defence service=30, TET(Teacher Eligibility Test)=10

29. Student progression

Student Progression	Against % enrolled
UG to PG	50%
PG to M. Phil	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctorial	NA
Employed <ul style="list-style-type: none"> <li>• Campus Selection</li> <li>• Other campus recruitment</li> </ul>	NA
Entrepreneurship/Self -Employment	NA

30. Details of Infrastructural facilities:

- e) Library : Central Library  
 f) Internet facility for staff and students : Wi-Fi facilities available  
 g) Class rooms with ICT facility : 02 common classroom available  
 h) Laboratory : Dark room=01, Laboratory =2

31. Number of students receiving financial assistance from college, university, government or other agencies: 63 (SC/ST Scholarship, OBC Scholarship, Minority Scholarship from Govt.)

32. Detail on student enrichment programmes(special lectures/workshops/seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning: Lecture method with Chalk and Duster, Home Assignment, group discussion, Smart Class as audio-visual aid methods of teaching are mostly adopted to improve student learning.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- a) Department takes active part in NCSC (National Children Science Congress) District Level programme organised by Bijni College, Science stream.

- b) Department takes part in different social activities, social work and cultural program in the college and also outside the college.
- c) The faculty members of department also play active role in Environmental field work.
- d) Faculty members of the departments are selected as District Level Co-ordinator, District Level Coordinator, Judge in NCSC Programme.

35. SWOC analysis of the department and Future plans:

- Strength:
  - a) Student- teacher co-operation and relation is the basic major strength of our department.
  - b) Some sophisticated apparatus such as spectrometer, photocell, CRO (Cathode Ray Oscilloscope) etc are our departmental strength.
- Weakness:
  - a) Insufficient classroom for major class.
  - b) No separate laboratory for major and general students.
  - c) Only one bearer in the laboratory.
  - d) Less number of faculty members.
- Opportunity:
  - a) Our teacher complete the course in due time with explanation and notes.
  - b) Faculty members also help the students by solving the previous year's question papers.
  - c) Available Computer facility for major students.
- Constrain:
  - a) There is no departmental library.
  - b) Lavatory facility is not available in the departments, also in the science stream.
- Future Plan:
  - 1. To organize the social activities for the poor students of nearby villages.
  - 2. To publish departmental magazine.
  - 3. To organise computer workshop for major students.

**Evaluative Report of the Political Science Departments**

1. Name of the department : **Political Science**
2. Year of Establishment : **1969**
3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **UG Major & UG Pass course**
4. Names of Interdisciplinary courses and the departments/units involved: **NIL**
5. Annual/ semester/choice based credit system (programme wise):  
**UG Major : Semester system**  
**UG Pass course : Semester System**
6. Participation of the department in the courses offered by other departments: **NIL**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **NIL**
8. Details of courses/programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching posts:

	<b>Sanctioned</b>	<b>Filled</b>
Professors	NIL	NIL
Associate Professors	1	1
Asst. Professors	3	2

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Kandarpa Pathak	MA	Associate professor	Public Administration	29 years	NIL
Bibekananda Ray	MA	Assistant professor	Sociology	11 yrs	NIL
Babul Basumatary	MA, M. Phil	Assistant professor	Political Sociology	4 years	NIL

11. List of senior visiting faculty: **NIL**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **NIL**

13. Student -Teacher Ratio (programme wise):

MAJOR COURSE	
2010-11	3:1
2011-12	8:1
2012-13	12:1
2013-14	19:1
2014-15	22:1
2015-16	28:1

PASS COURSE	
2010-11	112:1
2011-12	130:1
2012-13	141:1
2013-14	152:1
2014-15	168:1
2015-16	184:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: NIL

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

- **PG: 2, M. Phil: 1**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: NIL

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL

18. Research Centre /facility recognized by the University: NIL

19. Publications:

- Publication per faculty:
- Number of papers published in peer reviewed journals (national /international) by faculty and students: NIL
- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): NIL
- Monographs: NIL
- Chapter in Books: NIL
- Books Edited: NIL
- Books with ISBN/ISSN numbers with details of publishers:
- Citation Index: NIL
- SNIP: Nil
- SJR: Nil
- Impact factor: Nil
- h-index: Nil

20. Areas of consultancy and income generated: NIL

21. Faculty as members in

- a) National committees
- b) International Committees

c) Editorial Boards.....: NIL

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme: NIL

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: NIL

23. Awards / Recognitions received by faculty and students: NIL

24. List of eminent academicians and scientists / visitors to the department; NIL

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National: NIL

b) International: NIL

26. Student profile programme/course wise:

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2010-11	05	05	3	2	100%
2011-12	28	28	23	5	92%
2012-13	30	30	21	9	80%
2013-14	40	40	28	12	-
2014-15	41	40	27	13	-
2015-16	51	40	28	12	-

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2010-11	237	237	138	99	72%
2011-12	303	303	197	106	62%
2012-13	238	238	149	89	73%
2013-14	281	281	183	98	-
2014-15	351	300	201	99	-
2015-16	403	300	163	137	-

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from
UG Major	100%	0%	0%
UG Pass Course	100%	0%	0%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? NIL

29. Student progression

Student progression	Against % enrolled
UG to PG	60% From UG Major
PG to M. Phil.	Nil
PG to Ph.D	Nil
Ph.D. to Post-Doctoral	Nil
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	No Campus selection 70%
Entrepreneurship/Self-employment	10%

30. Details of Infrastructural facilities

- a) Library: The Central library has a good collection of course and reference books.
- b) Internet facilities for Staff & Students: Internet connectivity through wifi for teachers is available.
- c) Class rooms with ICT facility: There are two class rooms with smart board facilities in the college for use by the department.
- d) Laboratories: The department has no provision of laboratory.

31. Number of students receiving financial assistance from college, university, government or other agencies: Students receive scholarship from both state and central governments.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts: Nil

33. Teaching methods adopted to improve student learning: Traditional lecture method used to improve student learning.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: The students and teachers of the department participate in all the institutional programmes, sports, seminars and all other extension activities conducted by college extension cell and NSS.

35. SWOC analysis of the department and Future plans:

Findings of the SWOC analysis of the department are as follows:

- **Strength:**
  - a) The teachers take classes regularly and help the students beyond class hours.
  - b) The college authority always grants autonomy to the department's internal matters like distribution of classes, adjustment of classes, holding extra classes, Unit test, seminar etc.
  - c) Good relationship and understanding among the teachers of the department.
- **Weakness:**
  - a) High students teacher ratio.
  - b) Non-availability of books in Assamese medium.
- **Opportunities:**
  - a) Growing interest of students in the subject.
  - b) Gradual infrastructural development of the college.
- **Challenge:**
  - a) Taking classes in two mediums of instruction, English and Assamese, in the same Class at the same time is a major challenge for the teachers.
  - b) Non-availability of course and reference books in the Assamese medium is another challenge for the students as well as teachers.
- **Future Plan:**
  - a) To enrich the department with a good collection of reference books.
  - b) To publish annually a departmental magazine for the students.

**Evaluative Report of the Zoology Department**

1. Name of the Department- **ZOOLOGY**
2. Year of establishment 1994
3. Names of Programmes/ Courses offered (UG, PG, M. Phil, Ph. D, Integrated Masters; Integrated Ph.D. etc.) - UG
4. Names of Interdisciplinary courses and the departments/ units in hold: - Nil
5. Annual/ Semester/ Choice based credit system( Programme wise):

2010- 2011	Annual & Semester
2011- 2012	Annual & Semester
2012- 2013	Annual & Semester
2013- 2014	Semester
2014- 2015	Semester
2015- 2016	Semester

6. Participation of the Department in the courses offered by other Departments-Faculties are deeply involved in the classes of UG level Environmental studies.
7. Courses in collaboration with other Universities, Industries, Foreign Institutions etc.- Nil
8. Details of courses/ programmes discontinued (if any) with reasons- Nil
9. Number of Teaching Posts-

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Assistant Professors	03	03

10. Faculty Profile with name, Qualification, Designation, Specialization (D. Sc./D. Litt./ Ph. D./ M. Phil etc.) –

Name	Qualification	Designation	Specialization	No. of Years of experience	No of Ph. D students guided for the last 4 years
Anindita Chakravarty	M. Sc, M. Phil	Assistant Prof.	Environmental Ecology and Wildlife Biology	20 years	Nil
Lipika Dey Dutta	M. Sc, M. Phil	Assistant Prof.	Entomology and Environmental Biology	19 years	Nil

Dr. Sewali Pathak	M. Sc, B.Ed., M. Phil, Ph. D	Assistant Prof.	Fish and Fishery Biology	10 years	Nil
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11. List of senior visiting faculty- Nil

12. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty- Nil

13. Student- Teacher ratio (Programme wise)-

2010- 2011	2:3
2011- 2012	11:3
2012- 2013	15:3
2013- 2014	31:3
2014- 2015	57:3
2015- 2016	129:3

14. Number of academic support staff (Technical) and administrative staff; sanctioned and filled- 01(Bearer), sanctioned and filled.

15. Qualification of teaching faculty with D.Sc. / D.Litt./Ph. D./ M. Phil./ PG

D.Sc.	D. Litt.	Ph. D	M. Phil.	PG
Nil	Nil	01	03	03

16. Number of faculty with ongoing projects from –

a) National,

b) International Funding Agencies and Grants received- Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR etc. and total grants received- Nil

18. Research centre/ Facility recognised by the University- Nil

19. Publications-

- Publications per faculty

I. No of papers published in Peer Reviewed Journals (National/ International) by faculty and students - Nil

II. Number of publications listed in International Data base (e.g. Web of science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO Host etc.) Nil

III. Monographs Nil

IV. Chapter in Books Nil

V. Books edited Nil

VI. Books with ISBN/ISSN numbers with details of publishers Nil

VII. Citation Index Nil

VIII. SNIP Nil

- IX. SJR Nil  
 X. Impact factor Nil  
 XI. h-index Nil

20. Area of consultancy and income generated Nil

21. Faculty as members in

National Committee	International Committee	Editorial Boards
Nil	Nil	Nil

22. Student Projects

a) Percentage of students who have done in-house projects including inter departmental/ programme : Nil

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/ Industry/ other agencies Nil

23. Awards/ Recognitions received by faculty and students Nil

24. List of eminent academicians and scientists/ visitors to the department Nil

25. Seminars/ Conferences/ Workshops organized & the source of funding

a) National Nil

b) International Nil

26. Student profile programme/course wise:

Name of the Course/ Programme	Year	Application received	Enrolled		Pass percentage
			M	F	
UG (General)	2010- 2011	02	02	-	100%
	2011- 2012	07	05	02	50%
	2012- 2013	08	07	01	80%
	2013- 2014	21	19	02	100%
	2014- 2015	32	28	04	100%
UG (General)	2015- 2016	62	54	08	
UG (Major)		15	07	08	

27. Diversity of students

Name of the course	% of students from the same state	No. of students from other state	No. of students from other abroad
B. Sc.	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, and Defence Services etc.? Nil

29. Student Progression

Student Progression	Against % Enrolled
UG to PG	02 in IDOL
P.G to M. Phil.	NA
P.G to Ph. D	NA
Employed	
- Campus selection	
- Other than campus recruitment	05
Entrepreneurship/ Self- employment	NA

30. Details of infra structure facility

- a) Library : Central Library + Department itself has collection of 30 UG level books.
- b) Internet facilities for staff and students Wi-Fi facility available.
- c) Class room with ICT facility 02 common class room
- d) Laboratories 01

31. Number of students receiving financial assistance from college, university, Government or other agencies Nil

32. Details on students enrichment programme (special lectures/ workshops/ seminar) with external experts Nil

33. Teaching methods adopted to improve student learning

- a) General classes with Blackboard and conceptual illustration.
- b) Audio- visual classes using smart board
- c) Group discussion, Home assignment.

34. Participation in Institutional Social Responsibility (ISR)

- I. National Children Science Congress in Chirang district has been organised by the active participation of the Department since 2011 with District Coordinator from the department in the years 2011, 2012, 2013 and 2015. Working President of the same is also the faculty of the same department since 2013.
- II. The faculties act as supervisor in the field studies of Environmental studies.
- III. Faculty members are also involved in N.G.O working for the protection of Nature and wildlife.

35. SWOC analysis of the Department and Future plans

• **Strength:**

- I. All the members (Assistant Professor- 03 +Bearer- 01) of the department are energetic, hard working and student friendly. A homely relationship among students and teachers make students feel free to share their problems in every aspect of their study and life.
- II. Introduction of Major course in Zoology from the session 2015- 2016, is considered strength for the Department in coming years.

- III. Faculties experience in the field of teaching (10 – 19 years) in one of the major strength of the department.
- IV. Presence of a number of UG level book in the department, free for the use of the student is also another strength to attract students gradually towards the department.
- V. Departmental Wall magazine “LIFE” is published annually.
- VI. A hand written Departmental Megazine “SPARROW” is issued for the session 2015-2016.
- VII. Parent- Teacher Meet has been organized by the Department for major classes.
- VIII. Departmental seminar with power point presentation is compulsory for the Major students in each semester.

• **Weakness:**

- I. Inadequate class room and Laboratory.
- II. Existing laboratory facility deserves some renovation to cope up with changing higher education scenario.
- III. Departmental library is not upto the level.

• **Opportunity:**

- I. 100% course coverage with tutorial class facility, students get 100% attention about their needs and help.
- II. Students support in developing their communication skill through group discussion and seminar presentation.
- III. Course completion in time help the students to get Bank loans for entrepreneurship in the field of Fishery, Sericulture etc.

• **Constrain:**

- I. No separate common room for faculty members curve out the area of the Laboratory.
- II. Proper storage and display of the laboratory equipments is hindered due to inadequate space and infra structure.
- III. No drinking water and toilet facility is considered another constrain for the faculty members of the department

• **Future Plan**

- I. To organize UGC sponsored national seminar/ workshop on Bio-stattistical data analysis.
- II. To publish a departmental magazine with ISSN.

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