YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution BAGADHAR BRAHMA KISHAN COLLEGE

- Name of the Head of the institution DR. KESHAB BASUMATARY

- Designation PRINCIPAL

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 03666289667

- Mobile no 7896516168

- Registered e-mail bbkc123@yahoo.co.in

- Alternate e-mail iqacbbkc1978@gmail.com

- Address P.O. JALAHGHAT

- City/Town BAKSA, BTR

- State/UT ASSAM

- Pin Code 781327

2.Institutional status

- Affiliated /Constituent AFFILIATED

- Type of Institution Co-education

- Location Rural

- Financial Status Grants-in aid

- Name of the Affiliating University **BODOLAND UNIVERSITY**
- Name of the IQAC Coordinator **DR. DEWAN NAZRUL QADIR**
- Phone No. **03666269454**
- Alternate phone No. **03666269454**
- Mobile **9435025377**
- IQAC e-mail address **iqacbbkc1978@gmail.com**
- Alternate Email address **dewannq69@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://bbkishancollege.ac.in/aqar/

4.Whether Academic Calendar prepared during the year?   **No**

- if yes, whether it is uploaded in the Institutional website Web link: Nill

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	73.75	2004	15/12/2004	14/12/2011
Cycle 2	C	1.91	2020	21/02/2020	20/02/2025

6.Date of Establishment of IQAC   **03/01/2002**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
BTC	F.A.Grant	DHE, KOKRAJHAR	2020	3,70,000.00
Assam Govt	Reimbursement	DHE, Ghy	2021	42,61,312.00
BTC	F.A GRANT	DHE, KOKRAKHAR	2021	4,50,000.00

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

NAAC guidelines

- Upload latest notification of formation of IQAC [View File]

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

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

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

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

- If yes, mention the amount

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

`1. Quarantine Center organized in the College for the inmates coming from other parts of India during lockdown period.`

`2. Arrangements have been made for Online classes for the students. Various webinars have been conducted through ZOOM platform.`

`3. Awareness Programmes regarding covid-19 have been arranged in different parts of the locality. Essential goods have been distributed among the needy persons.`

`4. One day salary from the members of teaching and non-teaching staffs have been contributed and deposited against the govt.`

`5. Post Graduate Course in Assamese and Philosophy started under Bodoland University.`

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

02-05-2025 11:26:59

Plan of Action	Achievements/Outcomes
Faculty members were inspired to update their ICT knowledge in teaching Learning Process to face the covid-19 situation.	Zoom sessions were made to upgrade the Faculty members to update their ICT knowledge in teaching Learning Process to face the covid-19 situation.
To meet the challenges due to covid -19 all the Departments be asked to prepare the syllabus allocation for online classes.	Whatsapp groups were made. Zoom classes were initiated .Syllabus allocation and maintenance of online classes continued
All the departments be asked to conduct webinars through ZOOM platform.	Various webinars had been conducted through ZOOM Platform
All faculty members were requested to discharge their social responsibility	Almost all faculty members were engaged to make awareness programme about Covid-9, cooperated to carry out the Quarantine Center at the College and distributed foor materials to the poor and needy people of their respective locality.
Internal Audit of the college be conducted	Internal Audit of the College was not conducted due to covid-19 lockdown

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	16/08/2021

14. Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	BAGADHAR BRAHMA KISHAN COLLEGE
• Name of the Head of the institution	DR. KESHAB BASUMATARY
• Designation	PRINCIPAL
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• Phone no./Alternate phone no.	03666289667
• Mobile no	7896516168
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• Alternate e-mail	iqacbbkc1978@gmail.com
• Address	P.O. JALAHGHAT
• City/Town	BAKSA, BTR
• State/UT	ASSAM
• Pin Code	781327
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• Location	Rural
• Financial Status	Grants-in aid
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• Name of the IQAC Coordinator	DR. DEWAN NAZRUL QADIR
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• Alternate phone No.	**03666269454**	
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- Name of the statutory body

Name	Date of meeting(s)
Governing Body	16/08/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	19/02/2022

15.Multidisciplinary / interdisciplinary

The college has been stressing hard to impart multidisciplinary and holistic education. B. B.Kishan College has been offering courses as per CBCS structure for undergraduate courses in different streams. At present the college offers BA(Honours), BA(Regular), B and other certificate and skill development courses. The skill papers offered are interdisciplinary in nature with students having honours in different subjects having the option of studying Skill Enhancement Course offered by other departments. Students have the flexibilty to choose subjects of choice in accordance with CBCS norms. Of course the constraint of space and human resource is to a certain extent acting as a barrier in making the programs completely flexible. The college focusses upon to provide holistic education through extension activities by involving its students through various programmes like NSS, NCC besides clubs and forums etc. To promote the spirit of social responsibility and encourage holistic education, the college has adopted the 'Bhebla' village where faculty members and students interact with the village locals for promotion of science and humanities in addition to development of various skills under Skill Development Programmes and carrying out other extension activities.

16.Academic bank of credits (ABC):

The College at present is not registered in Academic Bank of Credits as it is an affiliated college. However, the college is eager to register in it. ABC is of immense importance for the student community and is going to play a pivotal role in multiple entry and exit. The college do run certificate courses by itself or in collaboration.

17.Skill development:

Skill development has been one of the thrust area of the college. Accordingly the college established a skill development cell. The college as a whole and specifically the IQAC and skill development cell are engaged in trying to find ways and means to enhance the skill of a student. The holding of various courses like communication skill, computer related, personality development , etc either in in-house or in collaboration mode are part of the attempts made. The fact that each department provide a skill paper has ushered in a great deal of understanding about the importance of skill. While making a choice as to which skill paper has to be offered a department takes the present scenario into account. The college has collaborated with organisations

like Pub Barpeta Social Welfare Society, Sublime foundation, etc. to impart programs related to skill development.

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

The college has been trying its best to integrate Indian Knowledge system as part of the holistic development of a student. * Teaching is carried out mostly in trilingual manner with Assamese, Bodo and English.Lectures are given by the faculty members in both the languages and in evaluation of examination answer scripts same procedure is followed. *Teachers also use the Hindi language to convey and talk to students apart from the native Assamese language *The college offers students Assamese, Bodo, Hindi, Sanskrit and Bengali as subjects in UG courses. *The syllabus in English, Assamese, Bodo, Hindi, Sanskrit, Philosophy, Economics, Education and Bengali is laced with topics dealing with indian culture and tradition. *To encourage Indian Knowledge System, special days are celebrated in the college to remember and enrich our cultural and scientific heritage like World Environment Day. *In line with the International Yoga Day, the college also organizes it in a befitting manner encompassing all the faculties and students. *Each year, cultural events and rallies are organsied during Annual College Week function where various Indian culture, tradition and knowledge system are nicely showcased with active participation of students. *The magazines published by the different departments, the college students union and other forums has articles in Assamese, English, Bodo, etc.

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

B.B. KishanCollege teaching fraternity has always emphasized on outcome based learning for an effective teaching learning process. This is in accordance with the vision laid in NEP 2020. The course outcomes (COs) for all courses and programme outcomes (POs) are well structured as per guidelines. The evaluation of attainment of COs and POs are a continuous practice and towards this end a formative approach is practiced in the college. Teachers conduct various quizzes, discussions and class interactions to evaluate the COs attainment so that the class teachings are fruitful. This method displays the attainment of knowledge and skills from their performance in the semester examinations and supporting activities such as seminars, assignments, case study, group discussion, online quiz, mini project etc. These provide strong evidence to the teachers of effectiveness of teaching and learning.

20.Distance education/online education:

As an educational institution B. B. Kishan College has taken a wide range of measures for distance and online education. Different talks and workshops on online courses especially MOOCS are arranged in order to aware the students and faculty members about different online platforms. During the covid 19 period of pandemic beginning 2020, the college authority decided to introduce online education to students to ensure continuity of their studies unaffected and in pursuit of looking after the interests of students in an incompatible environment. Emphasis was given on providing quality education to students through interactive sessions to understand the ability of students to comprehend what was being taught because they were not exposed to or familiar with online classes. Online classes are held with the help of platforms like Google meet, Google Classroom, zoom which were found to be extremely useful tools for both teachers and students in the teaching learning process. Departmental meeting among the faculty members and also along with the students were also arranged using different online platforms. Regular classes were held with students during covid 19 pandemic even though network problem in some areas did not allow students to attend classes. Attendance of students and reasons for absenteeism for some students could be analyzed in this process and alternative solutions were provided wherever possible. Google classroom helped in providing notes and evaluating students' understanding and performance. B. B. Kishan College authority has provided LCD projectors and laptops to the different academic departments of the college for the benefit of students. Most of the teachers of the college are doing some of their classes using LCD projectors. Some faculty members have under taken classes using their own Laptop as number of laptop computers are less in the department. In 2020-21 session, Gauhati University conducted even end semester examination online. At present students can apply for examination online and marksheets can be obtained through the same process. B. B.Kishan College has proposed for expansion of open learning by introducing different certificate and diploma courses whereby the gross enrolment ratio would increase. Measures such as online courses and digital repositories would ensure that it is at par with the highest quality in class programme provided elsewhere.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**02**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1031**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**464**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**294**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**25**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**38**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**22**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**20**
4.3 Total number of computers on campus for academic purposes	**44**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college has the provision to maintain well planned curriculum delivery and documentation mechanism though the syllabus for U G and PG programs are framed by the parent university. There is however choice of pedagogy and options of selecting Skill Enhancement courses (SEC) and Discipline Specific Elective courses (DSE). The Departmental head conducts meeting among teachers to finalise the courses out of options given for the semester students. The Academic Assessment Cell along with IQAC conducts meeting at the beginning of every year to discuss the action plan for the implementation of the curriculum. Every department maintains class and semester wise departmental progress report of the syllabus and departmental discussion is held at the end of every month to discuss about the progress of the implementation of the syllabus. Departmental Seminars and Sessional tests are held in regular basis to monitor the progress and implementation of the curriculum. The AAC of the College prepares class routine at the beginning of every academic session for the timely implementation of the curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	00

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

Centralized Continuous Internal Evaluation System: Continuous Internal Evaluation is a part of teaching-learning process. As a part of sound educational strategy, B.B.Kishan College adopts Centralized Continuous Internal Evaluation (CIE) system to assess all aspects of student's development on a continuous basis throughout the year.

Orientation on Evaluation Process: The institution makes the students aware of the evaluation process through the following initiatives:

1. The orientation programs at the beginning of each semester. 2. Teaching plan containing evaluation procedures 3. Academic calendar with examination dates. 4. Orientation on changes and amendments in the evaluation process through tutorial meetings. 5. Display in the college and department notice board.

Result analysis and Review Meetings: Result analysis is done by the class teachers after each sessional test. The Principal conducts review meetings department-wise to give necessary feedback for the improvement of student's performance. Progress reports are sent by the teachers to the parents after each test.

Remedial classes: Most often, remedial classes are conducted for the slow learners, absentees and the students who participate in sports, NSS activities and Student's Union Body activities. This practice helps struggling learners to update their subject knowledge and helps them to catch up with their peers.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

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

1.2 - Academic Flexibility

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

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

02

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

`03`

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

`12`

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

1.3 - Curriculum Enrichment

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

B.B.Kishan College always upgrades its curriculum at regular intervals depending on the necessity of the students. This institution plays a vital role in designing the curriculum according to the need and the requirement .

Gender Equity : The women's cell , B.B.Kishan college works on various issues related to female issues and women empowerment. The college has more than 50% female students that make the college gender oriented. They organize various programs related to women and health. They organize meetings to sensitize women on domestic violence in nearby villages. The Cell organizes 'International Women's Day every day on 8th March.

Climate Change & Environmental Protection: Different talks are arranged on climate change issues. The College carries out Green Audit every year and initiate mass plantation in the campus to keep environmental balance.

Human Rights: The College always remains concerned regarding Human Rights issue by becoming members of International Federation of Human Rights. College displays hording on Anti Ragging rules followed by the college. Departmental seminars are organized to nurture knowledge on Human rights.

Ethical & Moral Values: Awareness programs are organized to enlighten students on the drawbacks of using tobacco . Doctors visit to this institution for promoting Anti Tobacco values. HIV awareness is organized by the Medical and Health cell to eradicate the taboos related to Aids.

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

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

03

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

66

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View File](#)
Any additional information	[View File](#)

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

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

440

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

249

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Generally the IQAC of the College organizes counseling program for the students at the commencement of new session every year. But the session 2020-21 began with the curse of Covid-19, the College had to change the via media in its teaching learning methods also. This year the College had to adopt digital methods rather than traditional method of teaching, as students could not attend the college due to lockdown. The alternative method of whatsapp group, Zoom meet and Google Meet classes were being taken to complete the syllabus.

Advanced learners: High performing students are identified on the basis of internal assessment, university examination, involvement in classroom. Advising to participate in group discussions, technical quizzes to develop analytical and problem solving abilities in them and thereby, to improve their presentation skills.

Slow learners: For the slow learners the College adopted various measures of promotion. The practice of Mentor Mentee for fruitful results. Departments conduct remedial classes; provide course notes. Extra classes are organized to clarify doubts, re-explaining of critical topics for improving performance taking

into consideration a student's family background in terms of location.

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

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

Number of Students	Number of Teachers
1031	27

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

B.B.Kishan College adopts various student-centric methods for effective Teaching- Learning process. Following are some of the Course Delivery Methods: • Lectures • Presentations in the class • Tutorials • Experimental exercises • Written Assignments • Online resources for self-learning • Case Studies • Through Webinars Experimental learning is made effective.

Students are given assignments to develop their problem solving skills. Projects as part of the syllabus are given to students in most of the departments to develop their mental and participative skills besides preparing them for further research purposes. Excursions of students according to the requirements of the students of each department are carried out to enhance the experimental, participative and life skills of the students, besides updating the knowledge base of the students. Group discussions among students are conducted by different department of the institution as a part of participative learning, practiced as and when found required.

Participative learning, problem solving strategies and learning experiences of the students are also developed through their active participation in extra-curricular activities conducted by

the college. The college encourages teachers to use the latest pedagogical teaching technology including audio-visual teaching machines. Student learning is enhanced by adopting approaches / methods such as seminars, conferences and special lectures.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nill

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

The teaching faculty members of the College always remain active for imparting quality education with modern methods and approaches. Internal Quality Assurance Cell and Academic Assessment Cell of the College encouraged for intensive use of Information and Communications Technology (ICT) enabled tools including online resources for effective teaching and learning process. Out of 21 teachers, around 15 teachers of the college are using ICT tools and resources available in its campus; they are using LCD Projectors, Smart classroom, virtual classroom, Google quiz and e-learning technology. There are 3 ICT enabled classroom, 3 ICT Tools and resources, 1 Smart Classroom and 4 E[1]resources and techniques available in the college campus. The existing two Seminar Halls are well equipped with ICT tools. Such E[1]Learning centre helps the teachers in developing e-content in different subjects. Around 70% staffs are using ICT techniques in the college. Well equipped computer lab is encouraged to meet the learning demands of the students. Special lectures and technical talk are also arranged by inviting experts time to time. Library also offers computer lab for the students for e-learning. General ICT Tools are using by the faculties of the college are: Desktop and laptops, Projector, Digital cameras, Printer, Photocopier, tablets, Pen Drive, Scanners, and Microphones.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

27

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

2.4 - Teacher Profile and Quality

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

27

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

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

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

12

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

374

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

2.5 - Evaluation Process and Reforms

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

As per internal assesments are concerned, the guidelines laid down by the affiliating university are strictly followed. continuous internal assesments of the students are done by every department through various innovative techniques like presentations, group discussion, home assignments and social media. The college strictly maintained the attendance of the students and the students who have less then 75% attendance are not allow to appear in the final exam. The students who can not secure pass marksin the internal exam he/she fails automatically on that particular in the end semester exam. Internal assesment is held once in every semester. Due to covid-19 pandemic offline internal exam could not be held this year. So, internal assesment was done based on home assignment. The Assignments are properly evaluated and preserved for future reference.

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

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

Internal Assessment is so nicely conducted in the College that there remains no scope of Grievence from the students. Stll the provision of request (oral/written) to the concern Head of the Department is placed. if not satisfied with the dealing of the HOD, the inmate has right to place the matter to the Grievience Redressal Cell. THe Grivence Redressal Cell in consultation with the concerned HOD and the Principal solve the matter in a very transperent, time bound and effcent way.

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

2.6 - Student Performance and Learning Outcomes

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

Course Structure for B.A. (Honours) Program (Under CBCS):

In B.A. Program with honours, a student will have to complete 14 (fourteen) core papers in a Particular discipline, 3 (three) Ability Enhancement Compulsory Courses (AECC), 2 (two) Skill Enhancement Courses (SEC) and 4(four) papers each from Discipline Specific Elective (DSE) and Generic Elective (GE) respectively.

The details of courses offered are as follows:

(A) Core Courses: 1. Assamese 2. Bodo, 3. Economics 4. Education 5. English 6. History 7. Philosophy 8.Political Science 9. Sanskrit 10. Statistics

(B) Ability Enhancement Courses (AEC) Ability Enhancement courses shall be of two kinds: (i) Ability Enhancement Compulsory Course

and (ii) Skill Enhancement Course.

The college offers 10 honours program[1]Assamese, Bodo, Economics, Education, English, History, Philosophy, Political Science, Sanskrit and Statistics. The outcomes of these programs are to prepare students with sound knowledge and skills across different disciplines and socio-cultural boundaries. The program will enable students to critically analyze various information's relating to the subjects. The program will inculcate sound ethical behavior with positive learning outcome.

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

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

The program outcomes and program specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods. Direct methods are provided through direct examinations conducted by the affiliating university. The knowledge and skill described by the course outcomes are mapped to specific problems on University Examination, Internal Examination and Home assignment. Throughout the semester, the faculty members record the performance of each student on each course outcome. Average attainment through direct method= University Examination (80%) + Internal assessment (20%).

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

2.6.3 - Pass percentage of Students during the year

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

251

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

2.7 - Student Satisfaction Survey

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

Nill

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

3.1.2.1 - Number of teachers recognized as research guides

01

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

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

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

00

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

3.2 - Innovation Ecosystem

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

No programme has been created on Ecosystem for innovation and transssfer of knoweldge.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

00

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

05

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

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

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

00

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

3.4 - Extension Activities

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

- **Conduction of Qurrantine Center for the inmates coming back from other states during Lockdown period.**
- **Extension of One day salary of each employee of the College to the Chief Minister's Fund for Covid Relief.**
- **Distribution of Relief Materials to the poor and needy people of the locality of each employees during lockdown period.**
- **Free distribution of Masks and Senetizes to the people of the neighbouring area were don during Covid lockdown period.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

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

01

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

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

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

`04`

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

`04`

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

`00`

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	**No File Uploaded**

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Bagadhar Brahma Kishan College has adequate facilities for teaching learning in terms of classrooms, laboratories, computing equipments etc. Each department has one Staff Common room and adequate number of classrooms, departmental libraries, seminar halls, Canteen, Gymnasium, Indoor Stadium, projectors and computer equipments like dekstops, printers, internet connections, wi-fi etc. Moreover, the college has an automated Central Library using SOUL 2.0 Software. One generator set is in operation for uninterrupted electricity. Along with that, college has a transformer of 63 KVA of its own to have good electricity supply.

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

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

The college encourages the students to participate in various cultural and games and sports related activities. Every year Annual college week and Freshmen Social is conducted ehere various types ofliterary and cultural activitiesare organised.Students are encourage to participate in games and sports along with cultural activities in the youth festivals organised by the university and other local , regional and national events. Thecollege has provided the students the facility of indoor stadium for badminton and table tennis outdoor stadium for football and volleyball and athletics. Boys common room and girls common rooms are provided with carrom board , chess etc. Yoga practice is almost a regular habit of the NCC groups of the College.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	[0]()

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

03

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

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

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

18.89

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

4.2 - Library as a Learning Resource

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

The College has a Central Library which is partiallyautomated with SOUL 2.0.Library Management System.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	E. None of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals

during the year (INR in Lakhs)

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

5.35900

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

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

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

710

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

4.3 - IT Infrastructure

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

The College has a computer lab 15 computers. In addition, there are 05 computers for administrative works including admission, scholarship, salaryetc. along with 01 computer in each of the department for departmental works. Most of the computers are equipped with Intel dual core processor with OS Windows 7 andWindows 10. Computers of the computer lab, and those which are used for administrative purposes, are connected with hotspot internet access. Inthe Library there are 06 Computers for open browsing of the students.

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

4.3.2 - Number of Computers

44

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

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

4.4 - Maintenance of Campus Infrastructure

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

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

18.89

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

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

The College prepares plans for the maintenance and utilization of physical, academic and support facilities of the college in consultation with different cells and subcommittees. To maintain democratic decentralization and transperancy in the work, the Principal discusses with the Governing Body, Construction Committee and Purchase Committee for planning of infrastructural and Academic growth and development to keep pace with the necessary infrastructure for growing number of students. The library has an Advisory Committee, which mainly looks after the execution of administration. It scrutinizes the purchase of books. The library has a record register book, where the students can lodge their aspiration, grievance and any other suggestion there for evaluation in the future course of action. Further, 06 Nos of computers are connected with internet facility which can be browsedby the students and teachers. For maintenance of computer hardware, software and network infrastructure handlings the college has well defined contract with Talukdar Computers of Pathsala, who are thetechniciaexpert inthis field. The institution takes initiatives to train the faculties to cope up with the use of ICT in the class room.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

418

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

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

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

05

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

`00`

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

`00`

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

`00`

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

`32`

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

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

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

`00`

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

0

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

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

The Students' Council named BBKCSU, the members of which are elected by the students through a system of secret ballot to uphold fair and democratic practices, under the vigilance of Student Council and Teachers. Teachers' Day, Fresher's Welcome,Students Farewell and College Annual Weekare organized exclusively by the Students' Council. Departmental academic programmes like Memorial Workshop,seminars and webinars are organized by the Students' UNion Bodywith the guidance of the teachers.

The Union Body members play active role in College Annual function, College Sports and during new admission.Inputs and suggestions are sought from the BBKCSUmembers when organizing student related events. Council/BBKCSU acts as a liaison between teachers and students as well as between college administration, various committees and students to facilitate easy flow of information. The Students representation is also there in various committees like Library Advisory Committee, IQAC, AAC as well . During Pandemic the BBKCSU played vital role to restore academic atmosphere in the College.

File Description	Documents
Paste link for additional information	http://.wwwbbkishancollege.ac.in/prospectus
Upload any additional information	View File

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

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

219

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

5.4 - Alumni Engagement

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

The college has an Active Alumni Association and a very rich alumni. It has been providing enormous support. Whenever their help is sought they have been very helpful. Moreover, every department also has an alumni get together wherein they discuss and work for the benefit of the college. Some major contributions of the alumni over the years are: • College Gate has been built and donated by the alumni association. • A car parking shade has been constructed by the alumni. • The alumni donated the Approach Road from old building to the new building. • In many departments alumni have been contributing cash as well as books, instruments, etc. • The alumni have carried out a herculean task of renovating the entire toilets of the college hostel. • The alumni carried out plantation programme and made its bamboo fencing for protection. •

Every department ropes in alumni of repute to interact with the present students. This indicates a strong bonding between the alumni and the college. Allumni are the backbone of the college, tey always help in admission process. Helps to maintain an atmosphere of peace aand harmony towards the college out side the college campus. . They attend the freshers social, college week , saraswati puja, etc In the event of demise of any faculty or non teaching staff, alumni rushes to the college. They even participate and fill up the Alumni Feedback mechanism of the College.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Mission and Vision

Initially started with a single missionary zeal of providing scope for higher education to the economically weaker section of eligible youths of Jalah tribal belt and block, this College has made periodic review of the institutional goals to slowly come to terms with the global need of higher education. The missions of the College and its visions for the future are reflected in the following aims and objectives such as:

1. To cater for the need of higher education for the economically and educationally weaker sections of SC/ST and OBC communities.
2. To cater accessibility of rural women to higher education.
3. To work continuouslyfor improvement of quality education by

promotting teaching learning padagogy and student monitoring mechanism..

4. To make special efforts towards student counselling by imparting training in games and sports, music and fine arts, computer and other career oriented pragrammes.

5. To take a pro-active role in promulgating the spirit of democracy and harmony, peace and progress, mutual help and trust among-various multi-ethnic, multi-lingual communities of this region.

6. To build up this institution into an advance centre for learning and research.

File Description	Documents
Paste link for additional information	http://.wwwbbkishancollege.ac.in/prospectus
Upload any additional information	View File

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

1. The Governing Body which is the apex body of the college,comprises of representatives from the faculty, non teaching staff and the guardian community of the college. 2. Administrative and Academic management monitor by the Principal, Coordinator of IQAC and Convenor AAC with the help of faculty member and non teaching staff of the College. 3. Other important Cells of the College are Extension Education Cell, Library Advisory Committee,Student's Welfare Cell,Grievance Redresal Cell to help the principal in different matters. Certain Commitees likePlanning & Development Committee,Research Committee,Examination Committee,RUSA Committee,Anti Ragging Cell,Computer Centre Monitoring Committee,Editorial Board,Documentation Cell,Women Welfare Cell,Election Committee etc are actively functioning in the College for maintaining decentralization and participative management.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has been using ICT for teaching learning purposes since 2011. Along with extensive use of computers for classroom teaching, the college had provided laptops, Ipad with smart board enabled classrooms, making ICT an integral part of the teaching learning process. In 2017, the college has upgraded itself to e-learning platform by installing Projector, Digital Baords in 3 classrooms. It has enabled 'lecture-capture facility' through installation of recording devices. Lectures of prominent visiting lecturers snd eminent scholars are pecorded for future use.

The college has been quick to adopt to online teaching during the pandemic and subsequent lockdown. Online training programmes for both teachers and students were organised with Zoom and Google Meets to familiarise the studentswith the virtual platform for live classroom teaching. The available options of E learning are: 1. Whiteboard that can be used both by students and teachers 2. Easy scheduling of classes by teachers and prompt notification to students. 3. Easy uploading of study material in "students' whatsapp group for smooth access of the same by students. 4. Easy arrangement and smooth special lecture sessions.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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

The functioning of almost all administartive set up of the College run with much explained decentralised manner, which can be viewed as follows- 1. Governing body 2. Principal 3. IQAC , 4. Academic Assessment Cell, 5. Departments and 6. Various sub committees. The strategies and policies are chalked out well in advance in every academic year in the meeting of IQAC/AAC and are executed on final approval from the GB. The academic calender is prepared by the academic council and it is executed by all the departments. The Exams are conducted by the academic councilunder the HOD of every

department distributes the syllabus and the beginning of every academic year and the syllabus is executed by the teachers. Part time teachers have also been appointed to bridge the gap for the execution of the syllabus.Every faculty member maintains daily progress report and every department maintains activity report at their respective department. The IQAC monitors and guide every department, the committees and cells to execute the activities under their operation. Students related matter are monitored by BBKC Students Union.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	[0](#)
Upload any additional information	[View File](#)

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

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

6.3 - Faculty Empowerment Strategies

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

There are many welfare schemes are available for the teaching and non teaching staff such as GPF, Gratuty, Casual Leave, Maternity leave, Child care leave, study leave as per UGC Norms. 'B.B.Kishan Collegethreft and credit co-operative society Ltd' a registered society are there with th provision of loans upto Rs. 5 Lakh to the employees as and when needed.

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

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

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

00

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

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

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

00

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

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

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

13

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

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

The College strictly follows the UGC and DHE (Assam) Regulations on Minimum Qualifications for the Appointment of Teachers and other Academic Staff in the College.The aim is to evaluate the performance of the staff members as per the established norms. The

basic features of the performance appraisal system are as follows:

Teaching Staff

a) The performance of each faculty member is assessed based on the PBAS method for UGC Career Advancement Scheme (CAS) and DHE promotion guidelines.

b)The college puts appropriate weightage on the basis of the corporate participation in the college.

c) The PBAS form is filled by the Faculty Member and verified by IQAC Cordinator andthe Principalgoes to the Screening cum Selection Committee.

Non-Teaching Staff

All non-teaching staff are also evaluated through the annual performance appraisal. The various parameters for staff members are assessed under different categories such as character, abilities in respective departments, hard-working capacity, discipline, reliability, relations and co-operations with colleagues, students and the public. On satisfactory performance, all non teaching staff members are granted promotions and financial upgradation under the PBAS Scheme following the UGC guidelines and of DHE (Assam).

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

6.4 - Financial Management and Resource Mobilization

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

The institution has in place provision for both internal and external audit. Local audit of College fund is done by the State Government in keeping with the provisions laid down by the Office of the Directorate of Higher Education. The State govt sends auditors to the college for auditing. The college conducts on its own audit for each financial year by a Chartered Accountant.

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

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

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

2.50

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

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

B.B.Kishan College mobilises its funds received mainly from the UGC and the Government of Assam for various expenditures of the college. The fund received from the state government is spent for the payment of salary to the teaching and non-teaching staff. It is done according to the budget allocation of fund.

The college has its own budget that is prepared every academic year by a team of expert led by the Principal and the amount of money received from both the mentioned sources is well spent as per that budget. The college follows complete transparency in the expenditures of that fund. The UGC funds are spent for the purpose of the infrastructural growth and development of the college maintaining a fixed schedule for accomplishing the same.

Following are some of the means for Resource Mobilisation: 1. Students fees 3. Funding from Alumni donors. Fund received from the above sources is spent for the maintenance of the college.

Optimum Utilization of Funds is ensured through: 1. Necessary

funds are allocated for fruitful teaching-learning practices.

2. Budget is utilized for day to day operational needs and demands of the institute.

3. Library, NSS, NCC requisites are fulfilled through the allocated funds.

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) reviews the strategies and processes from time to time in order to develop and improve the qualities among the faculty members and students of the college. As per the guideline of University Grants Commission (UGC), IQAC submits Self-Reviewed Progress Report to NAAC. The Annual Quality Assurance Report is the outcome of the work of the IQAC. The members of the cell interact with the NAAC peer team and inform them of the progress, development and academic excellence undertaken by the college.

Besides these, there are some other strategies mentioned as follows:

1.The IQAC encourages the faculty members to enhance their research skills and develop a research environment at the institution. The cell encourages the faculty members to pursue researchprogrammes like M.Phil, Ph.D, research publications, etc.

2.The IQAC plays a crucial role in the improvement of the teaching-learning process by encouraging the departments to organise workshops, seminars, group discussions among the students.

3.The IQAC works for the co-ordination and integration of various cells.

4.The IQAC takes measures to analyse the feedback from the students.

5. IQAC initiated the process of online classess during lockdown period.

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

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

As per guidelines of UGC and NAAC, the IQAC set and review allteaching learning process, structures and ways of operations and learning outcomes of the College, which include:

1.Students' Feedback on Faculty: - Students' Feedback proves to be a very effective measures for evaluating the quality of teaching learning process at the college. The IQAC prepares and circulates thequestionnaire that encompasses maximum aspects of the teaching learning process. On the basis of this review from the students, appropriate measures are taken if necessary.

2.The IQAC continuously assesses and attempts to upgrade the quality of teaching and learning by emphasizing the importance of effective teaching and spirit of research among the teachers and students' community.

3.The inclusion of ICT in teaching learning system facilitates the teachers to adopt information and communication technology (ICT) tools to impart education in innovative ways.

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

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

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

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equality is one of the key challenges facing society today. Hence B.B.Kishan college always keep regular concern in Gender Equality at the time of admission and instructions are given to the admission committee to admit all female students who apply for it. Not single female students should be deprived from getting higher education. During the present academic session total female students are 51% of total students.s

Beyond this the College conducts regular gender equity promotional programs and equal opportunities are provided to all individuals irrespective of gender, race, caste, colour, creed, language, religion, political or other opinion, national or social origin, property, birth or other status. Safety, security and well-being, along with gender equity and friendly working atmosphere are the issues of prime concern of the College.

In the session 2020-2021, the Women's cell organized 'International Women's Day on 08/03/21. Gender sensitivity is an inherent value in the cultural ethos of the institute and its neighbouring community, as is evident by the following facilities 1. Safety and Security, Security checkpoints at all campus entries and exits. Separate Girls' hostel and Girls Common Room made the college life smooth for them.

File Description	Documents
Annual gender sensitization action plan	<u>Yes</u>
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<u>Yes, provided</u>

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**E. None of the above**

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

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

Initiatives are taken to create common benchmark of ecofriendly campus by encouraging greenary in the campus with mass plantation, by making plastic free zone, by harvesting rain water, by avoiding chemical manures, by using organic manures, by clearing the drains for excess water outlet and so on.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction	**D. Any 1 of the above**

of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen **reading**	**E. None of the above**

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

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

The world of today is of globalization where the glory of tolerance and harmony towards cultural regional linguistic communal socio economic diversities are at stake. Here the people every belief and faith live in congenial peaceful atmosphere. Our College is an example of secular identity in true sense. It

exhibits multiculturalism among all the students with their multi ethnicity, multi-linguistic and communities.

The ethnic group of the Bodos, the Santhals, the Rabhas, the Koaches, the Keots, the Jogies, the Muslims mingle here exhibiting togetherness. Even in matters of education, the mediums of instructions being Assamese, Bodo & English, the College shows a good conglomeration. The Jhumurs of the tea communities, the bihu dances of the Assamese speakers, the bagurumba dances of the Bodos and Zikir and Zari of the Muslims display a commonality, harmony and tolerance among the students.

As for socio-economic activities, the computer centre and the cutting and knitting centre play a pivotal role among the youths and students. . The NSS and NCC activities in an outside the College work as a booster to the social activities taken up by the clubs and sanghas of the locality.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

THe college always keeps deep efforts to senitised thestudents towardsthe constitutuional obligations regarding values, rights,duties and responsibilities are ascribed through the college prospectus . The National Enthem is a common song sung in every major and minor events of the college. During the Lockdown Period our teachers and students had shown common responsibilities towards the citizen of the country by cayying out a Qurrantine Center at the College. Teachers are given the responsibility to aware the students on their duties and responsibilities as a responsible citizen of the country. The Employees always participate in the Election Process of the Country.Voter awareness programmes cum Cycle Ralley were organised to sensitised the students as a responsible citizen.Moreover the Election Commission of the college organises students election purely based on the procedures laid down by Election Commission of India and Lyngdoh committee reports. Both the Republic Day and the Independance Day is observed in the college with full dedication to pay respect to

the democratic value and status of the Country.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	B. Any 3 of the above

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

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

Celebration of National and international commemorative days/ events/festivals

Ulike other year the College organized various National and international commemorative days, events and festivals with great eagerness and enthusiasm. These programmes, importance inspires the young minds with the spirit of National Unity and Integrity.

The events and festivals celebrated in the college during the year are as follows:

1. Republic Day (26th January) has been celebrated to imbibe a sense of pride, integrity and responsibility among the students. The National flag is hoisted by the Principal; NCC Cadets offer Guard of Honor and salute to the tri-colour followed by a speech on the significance of the day by the Principal. Some senior local people are also felicitated.
2. Independence Day (15th August) was also been celebrated with equal enthusiasm. The 16th August is the Foundation Day of the College which is also celebrated with full vigorousness.
3. Gandhi Jayanti (2nd October) was celebrated with commemorative speech on the Father of the Nation.
4. International Women's Day (8th March) has been celebrated by organizing awareness programmes on women and child health care, legal awareness for women in the nearby localities as well as within the campus.
5. Saraswati Puja was celebrated with full festivity among the Students, teachers, office staff, alumni and local people.
6. Bohag Bihu (14th April) was observed by the Assamese Department of the College where Bihu Dances and Bagrumba dances were exhibited.

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

7.2 - Best Practices

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

BEST_PRACTICE- 1

Title :

OPENING_OF_POST_GRADUATE_COURSE

Goal

Opening M.A. in Assamese & Philosophy aims at proving Higher Education, particularly to facilitate the students who are deprived of getting higher education.

Context

The College, Jalah situated ina remote rural area and due to their economis backwardness, their children cannot go for higher education to distant places.From this year PG classes are started for their conveniences under Bodoland University.

Practice

Admission in PG classes in Assamese and Philosophy departments are initiated and classes are started.

Evidence of Success:

Admission are given to both the departments.

Problems_Encountered_and_Resources:

Few problems are there but those are solved in a very smoth way.

BEST_PRACTICE_2

1. Title :

INTRODUCTION_OF_NCC_UNIT

Goal

NCC aims at Developing character, commandership, discipline, secular out look among the students

Context

B.B. Kishan College, Jalah with aim to inculcate positivity among the students initiated NCC from the current academic year.

4. Practice

Two batcheswith 50 students, the Unit is successfully being conducted in the College.

5. Evidence of Success:Running smoothly.

6. Problems Encountered and Resources:

Few problems are there but those are solved in a very smoth way.

File Description	Documents
Best practices in the Institutional website	BEST PRACTICE- 1 1. Title of the Practice: OPENING OF POST GRADUATE COURSE 2. Goal The practice of opening M.A. in Assamese & Philosophy aims at proving Higher Education, particularly to facilitate the students who are deprived of getting higher educated in Universities elsewhere. 3. The Context B.B. Kishan College, Jalah situated at the foothills of the Bhutan Range of the Himalayas witnesses the people with varied culture and languages orientations. As such, they have to be oriented from their origins keeping in view the changing socio-cultural ambience in the society they live in. Their children with such backgrounds have to be reoriented for the multiculturalism which has become the need of the time now. Furthermore , the Department of Assamese as well as Philosophy of the College seen capable of handling the PG classes with their well equipped and qualified teachers of the said departments are expected fully of the worth and commitment. In addition to these, cultural exchange and worldwide developments may be expected by the students educated in their homely environments. The poor and the less exposure students are always keen and demanding on getting postgraduate studies at the college. Hence, keeping an eye to as ambience of the better cultural and literacy frameworks for the students, the departments of Assamese and Philosophy had the venture to open PG classes at the College with the reorganization of Bodoland University, Kokrajhar in 2020-21 academic session. 4. Practice The MA in Assamese and Philosophy is open to the

	students with Assamese and Philosophy as main subject in their under graduate courses of two years with four semesters. P G Classes are conducted as per the central routine of the college. The departmental faculty members take care of the total education of the PG students in addition to holding internal as well as semester end examinations. 5. Evidence of Success: The Departments concerned have so for witnessed the success of the students admitted whereas most of them have course not successful with first class in their exams already held. A change in the mindsets of the students is quite visible. 6. Problems Encountered and Resources: Through the practice has proved itself successful, the lacunae in matters of exhaustive study materials stand formidable of course, with the commitment of our qualified and dedicated staff, the problems wither away.
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Institutional Distinctiveness of Bagadhar Brahma Kishan college, Jalah is playing a pivotal role in providing the under privileged tribal people belonging to Bodo, Muslim and Santhal communities. The college is providing equal educational opportunities to the girls students of this locality. As such the enrolment of the girl student is almost equal to that of boys students. To promote women education the institution provides girls hostel facilities with an intact capacity of 30 female students and 01 women cell is constituted all the matters specially related to the female students. Moreover the college is offering higher education specially to the students of average and below average category who are generally deprived of by the other higher institution. This can be treated as the distinctive practices being performed by the institution.

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

7.3.2 - Plan of action for the next academic year
To send the next AQAR in right time   **To initiate planning for establishment of Science Stream in the College.**   **To upgrade the Skill Education with competent agencies.**   **To start B.Ed College within next few years.**