

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

DR. BIRINCHI KUMAR BAROOAH COLLEGE,

PURANIGUDAM, NAGAON, ASSAM

FOR THE ACADEMIC YEAR: 2017-2018



PREPARED BY: INTERNAL QUALITY ASSURANCE CELL (IQAC),

DR. BIRINCHI KUMAR BAROOAH COLLEGE,

PURANIGUDAM, NAGAON, ASSAM – 782141.

SUBMITTED TO:

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL,

An Autonomous Institution of the University Grants Commission,

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, **Bengaluru - 560 072** India

The Annual Quality Assurance Report (AQAR)

Dr. B.K.B. College, Puranigudam, Nagaon, Assam

Academic Period: From July 1, 2017 to June 30, 2018

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution **DR. BIRINCHI KUMAR BAROOAH COLLEGE**

- Name of the Head of the institution : **DR. BHUPEN SAIKIA (UPTO 31/03/2018)**

MD. ABDUL HASHEM

(FROM 01/04/2018 TO 30/06/2018)

- Designation: **PRINCIPAL**
- Does the institution function from own campus: **YES**
- Phone no./Alternate phone no.: **+919864489507**
- Mobile no.: **9864489507**
- Registered e-mail: **bkb.college@hotmail.com**
- Alternate e-mail : **bkbcollege.puranigudam@gmail.com**
- Address : **PURANIGUDAM**
- City/Town : **NAGAON**
- State/UT : **ASSAM**
- Pin Code : **782141**

2. Institutional status:

- Affiliated / Constituent: AFFILIATED
- Type of Institution: Co-education/Men/Women CO-EDUCATION
- Location : Rural/Semi-urban/Urban: RURAL (certificate is in **Annexure i**)
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify): PROVINCIALISED, UGC 2f and 12 (B) (Certificate is in **Annexure ii**).

- Name of the Affiliating University: GAUHATI UNIVERSITY
- Name of the IQAC Co-ordinator : DR. JATIN SHARMA
- Phone no. : 9401510652

Alternate phone no.: 6001612425

- Mobile: 9401510652
- IQAC e-mail address: bkbcollege.puranigudam@gmail.com
- Alternate Email address: iqacbkb2gmail.com

3. Website address: www.bkbcollege.in

Web-link of the AQAR: (Previous Academic Year): <http://www.bkbcollege.in/iqac.php>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

4. Whether Academic Calendar prepared during the year?

Yes/No....., if yes, whether it is uploaded in the Institutional website: YES

Weblink:<http://www.bkbcollege.in/iqac.php>

Academic Calendar of 2017-18 is in **Annexure iii**

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	C ⁺⁺	68.00	November 04, 2004	from November 04, 2004 to November 03, 2009
2 nd	C	2.00	March 27, 2011	from March 27, 2011 to March 26, 2016
3 rd	–	–	–	–

6. Date of Establishment of IQAC: DD/MM/YYYY: 20/01/2003

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/ Beneficiaries
First Meeting of the IQAC in the Academic Year 2017-18	01/07/2017	10
Opening of Commerce Stream	01/08/2017	27
Bkbian Groups: Personal Counselling and Mentoring	10/08/2017	All Students
<p>Celebration of Certain Days and Inculcation of Values: Certain Days shown below are celebrated with a view to inculcating in our students values like love, affection, cooperation, cleanliness, oneness, Indianness, patriotism, love for college and community, love for culture and tradition, longing for sustainable environment etc.</p> <ol style="list-style-type: none"> 1. College Foundation Day 2. Independence Day 3. Sri SriSankar Deva Tithi 4. Teachers Day 5. Gandhi Jayanti 6. Anti-Terrorism Day 7. 6th Death Anniversary of Dr.BhupenHazarika 8. 109th Birth Anniversary of Dr. B. K. Baruah 9. Children Day 10. Swarashati Puja 11. Republic Day 12. 70th Death Anniversary of Mahatma Gandhi 13. Women's Day 14. World Environment Day 	<ol style="list-style-type: none"> 1. July 30, 2017 2. August 15, 2017 3. August 23, 2017 4. September 5, 2017 5. October 2, 2017 6. October 30, 2017 7. November 5, 2017 8. November 10, 2017 9. November 14, 2017 10. January 22, 2018 11. January 26, 2018 12. January 30, 2018 13. March 8, 2018 14. June 5, 2018 	Average 50
Stress on Cleanliness and 'SwashwaBharat Abhiyan' in College Campus: Synchronising celebration of Important Days a'SwashwaAbhiyan' programme are successfully organised, with the help of Green Police, NSS and Students' Union.	30/07/2017, 15/08/2017, 02/10/2017, 28/10/2017, 26/01/2018	Average 30
Second Meeting of the IQAC in the Academic Year 2017-18	04/09/2017	12

Dr. B.K.B. College Memorial Award	26/10/2018	01
Publication of Five Books edited by our Faculties and Published by the Institution in the Closing Ceremony of Year Long Celebration of Golden Jubilee Year:	26/10/2018	All
Recording of College Song and Golden Jubilee Song: ‘Dr. B.K.B. College Song’ and ‘Golden Jubilee Song’, composed by Dr.BhupenSaikia and music by PrasantaGoswami and NayanjyotiSaikia, were recorded in studio.Male Voice: Rajumoni Bora, AmlanjyotiSaikia and AnupamSaikia. Female Voice:ShrutimalaBoiragi, JhornaKalita and Lizamoni Bora.	October 17 and 18, 2017	10
Book Fair and Exhibition organised in collaboration with ‘Book Fair and Exhibition Cell’ of Golden Jubilee Celebration Committee, inaugurated by well known writer and critic UpendraBorkataky.	October 25, 2017	1200
Popular Talk: Popular Talks delivered on different topics by different personalities are organised as follows – <ol style="list-style-type: none"> 1. Dr.AvaniBhagawati, Professor, GU 2. Dr.PhaniDeka, Professor, GU 3. Mr.Dilip Kumar Bora, Retired ADGP, Assam Police 4. Professor SadanandaPayeng, a worker on folklore 5. Ajit Kumar Bhuyan, Editor-in-chief, Prag News, Assam. 6. Mahendra Ahom, Rtd Registrar, Tezpur University. 7. Dr.Harendra Kumar Baruah, Member of EloraBigyan Mancha (on life and philosophy of linguist HemchandraBarua). 8. PrasantaBordoloi, Renowned Environmentalist 	<ol style="list-style-type: none"> 1. August 25, 2017 2. August 25, 2017 3. August 30, 2017 4. August 30, 2017 5. October 26, 2017 6. February 2, 2018 7. March 26, 2018 8. February 16, 2018 	<ol style="list-style-type: none"> 1. 65 2. 65 3. 450 4. 450 5. 1200 6. 105 7. 110 8. 350
Workshop: A two days long Workshop on “ Arc GIS Software ” is organized in collaboration with the Department of Geography. Resource Persons were from ESRI Kolkata.	October 31, 2017	14
Developing Creativity: <ol style="list-style-type: none"> 1. Synchronizing 109th Birth Anniversary of Dr.Birinchi Kumar Barua an Essay Competition on the topic ‘Assamese Society in the Works of Dr.Birinchi Kumar Barua’ is held. 2. Art Competition is organised by Book Fair and Exhibition Sub-Committee as a part of Celebration of Golden Jubilee Year 3. Synchronizing 70th Death Anniversary of Mahatma Gandhi an essay competition is held. 4. Synchronizing Women’s Day an essay competition 	<ol style="list-style-type: none"> 1. August 28, 2017 2. November 10, 2017 3. January 30, 2018 4. March 8, 2018 	Average 30

on 'Role of Women in Industrialisation' is organized		
Free On-Line Help Desk: On Line Examination Forms and Registration Forms are freely filled up for poor students with the help of AASU Unit, Students' Union of College.	October 18-20, 2017; November 6-8, 2017 April 18, 2018	Around 250
Extension Activity: i. Children Day is celebrated in collaboration with Women's Forum at Hatigaon L.P. School donating a good number of books, sports materials, and a steel almirah to the school. Light refreshments are also provided to the students. ii. World Environment Day is celebrated with Programme like 'Tree Plantation at College Campus' and 'Sapling Distribution at Muktab L.P. School, RKBHS School and HalowagaonBalikaVidyalaya' being organized by Women's Forum and Students' Union Body in collaboration with IQAC, Dr. B.K.B. College	1. November 14, 2017 2. June 5, 2018	1. 55 2. 65
Third Meeting of the IQAC in the Academic Year 2017-18	17/01/2018	12
Seminar: A UGC Sponsored National Seminar on the topic 'Regional Development and Planning in North East Region of India', organized by the Department of Economics in collaboration with IQAC, is inaugurated by Mr.BiswajitPegu, IAS, the District Commissioner, Nagaon and Dr. Kishore Goswami, Associate Professor, IIT, Kharagpur, Dr.Deba Kumar Chakraborty and Dr. Amar JyotiMahanta from the Dept. of Economics, Dibrugarh University and Dr.SailajanandaSaikia, from Rajib Gandhi University, Arunachal Pradesh were present as Resource Persons.	February 23, 2018	125
Knowledge Extension Programme: Academic Relation with neighbouring institutions is strengthened under Knowledge Extension Programme with a few classes taken at those institutions by the faculty members of Dr. B.K.B. college. 1. Dr. Kamal Saikia at NavarupJatiya Bidyalay 2. Dr.Jatin Sharma at Puranigudam RKB H S School 3. Dr.AbinashBharali at Bahampur H S School	1. July 13-16, 2017 2. July 14, 2017 3. July 13-29, 2017	40 125 25
Award: A few Awards with a little financial assistance from faculty are provided with a view to promoting quality of the total environment: 1. Best Graduate Award 2. Best Singer Award	1. Miss Rumi Boiragi 2.ShrutimalaBoiragi	10

3. Best Debater Award 4. Best Library User Award 5. Best Athlete Male 6. Best Athlete Female 7. Best Woman Cricketer 8. Best Director	3.PabanGogoi 4.Pori Das 5. Sanjib Bora 6.Karishma Bora & PranayaniGogoi 7. Miss Anita Acharjee 8. Sarat Sharma	
Feedback from Students, Parents and Alumni are collected, analysed and used for improvement of teaching-learning environment.	10/04/2018	200
AQAR 2017-18 is Submitted	31/12/2018	11

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Dr. B.K.B. College	Infrastructure Grants To Colleges	RUSA	06/09/2017 2017-18	Rs. 30,83,000.00
Dr. B.K.B. College	Infrastructure Grants To Colleges	RUSA	05/05/2018 2018-19	Rs. 50,00,000.00
Dr.B.K.B. College	NSS	Govt.	2017-18	Rs. 44,500.00
Dr. B.K.B. College	GDA	UGC	2017-18	Rs. 8,40,000.00
Dr.AbinashBharali	MRP	UGC	2017-18	Rs. 55,000.00
Dr.AsaduzZaman	MRP	UGC	2017-18	Rs. 35,000.00
Mr.GhanashyamTaid	MRP	UGC	2017-18	Rs. 32,000.00
Dr. B.K.B. College	Excursion	Assam Govt.	2017-18	Rs. 1,00,000.00

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: YES

*upload latest notification of formation of IQAC. Composition of IQAC is in *annexure iv*.

10. No. of IQAC meetings held during the year:03

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website www.bkbcollege.in

Yes/No **Yes**(Please upload, minutes of meetings and action taken report)

Minutes of IQAC meetings and action taken report are in *Annexure v*.

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? NO

If yes, mention the amount: Does not arise Year: Does not arise

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

* Opening of Commerce Stream from the session 2017-18.

* Celebration of Golden Jubilee Closing Ceremony from 25th to 27th October, 2017.

*Institutional Data submitted to AISHE (Certificate is in *Annexure vi*).

*Publication of 6 (six) Books apart from Academic Calendar, News Bulletin, College Magazine.

* A full-view statue of Dr.Birinchi Kumar Baruah is installed at College Campus with support from Alumni Association.

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

Plan of Action	Achievements/Outcomes
Opening of Commerce Stream	Introduced from 01/07/2017
Closing Ceremony of Year Long Celebration of Golden Jubilee Year	Celebrated on 25 th , 26 th and 27 th October, 2017 with a few scholastic and non-scholastic, students and Alumni, faculty and community oriented programme.
Books Published and Released by Dr. B.K.B. College in the year 2017-18	<p>A few Books published by Dr. B.K.B. College are released -</p> <ol style="list-style-type: none"> a. Glimpses of Research, edited by Dr. Kamal Chandra Saikia. b. Rural Sociology: Issues and Perspectives, edited by Mr.BishalSaikia and Dr. Kamal Chandra Saikia. c. Journal of Historical Research, edited by Dr.AsaduzZaman. d. Modern Trends and Services of Libraries in Digital Era, edited by Miss JuliThakuria. e. ‘SonaliSophura’, Souvenir of Celebration of Golden Jubilee Year, edited by Somnath Bora. f. PradarshanirAbhashmulokPatrika edited by Mr.Chittaranjan Bora. g. College Magazine ‘Korshan’ edited by Somnath Bora and Dr.PunyalataGohain. h. News Bulletin ‘KhorborNama’ edited by Mrs.Anurupa Bora and Mrs.DebitaKemprai. i. Prospectus and Academic Calendar edited by IQAC.

Construction of New Classroom	New Five Classrooms are constructed with electrification and sanitation for the Departments of English and Political Science with a cost amounting to Rs.60,00,009.00 under RUSA
Renovation of Auditorium, Classroom and Campus	The Auditorium of the college is renovated with new ceiling and sound system, two Classrooms are upgraded with aluminium partition and floor mat and brick boundary wall is made around the newly bought land in front of the college and the total cost of renovation, spent under RUSA, is Rs. 14,93,691.00.
Procurement of ICT tools for Classroom	Equipments for Digital Classroom such as Smart Board, short through Projector, wall mount speaker, desktop with a wooden box for seven classrooms and Video Conferencing Set for one classroom and a Server are procured under RUSA with a cost amounting to Rs. 15,95,166.00
Digital Library	Digital Library, established with a cost of Rs. 928027.00 under RUSA, is made accessible for students and teachers.
Purchase of Books	A good Number of Books (1380) are purchased under RUSA and from college fund.
Opening of Certificate Course	One year Certificate Course on Communicative English is introduced by Department of English offered by institution itself
Introduction of MA in Assamese	Inspection done by Gauhati University, yet not getting permission from concerned authority.
Introduction of B.ED Course	Inspection done by Gauhati University, yet not getting permission to introduce the same.

14. Whether the AQAR was placed before statutory body? Yes /No: **YES**

Name of the Statutory body: **GOVERNING BODY** Date of meeting(s): 29/12/2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: **NO**

Date: Does not arise.

16. Whether institutional data submitted to AISHE: Yes/No: **YES**

Year: 2017-2018

Date of Submission: 10/04/2018

17. Does the Institution have Management Information System?

NO

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

Part-B

CRITERION I – CURRICULAR ASPECTS
1.1 Curriculum Planning and Implementation

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words				
<ul style="list-style-type: none"> The Academic Committee, Dr. B.K.B. College, with Principal as Chairperson, Vice-Principal as Member Secretary and IQAC coordinator and HODs of all Departments as members, prepares the planning for Curriculum delivery and takes good care of documentation of the same. The committee ensures maintenance of class, completion of syllabus, necessity of extra and remedial class, excursion, examination, result etc. The committee in its meeting, held at least one in every month, takes progress report from the Departments and provide prescription for betterment. The vice-principal acts as the monitor of the classes held. The Academic Calendar prescribed by the Parent University is modified by IQAC with scholastic and non-scholastic programme designed by Departments/IQAC/Institution preparing the route to the desired goals of the institution. The HODs prepare and provide Assignments to each teacher of the concerned departments before commencement of every semester and submit the same to Academic Committee and office of the IQAC. The teachers prepare Teaching Plan for the Assignments provided and submit the same to their concerned HODs. The teachers conduct the classes assigned following the teaching plan made and the HODs ensure completion of the course accordingly. 				
1.1.2 Certificate/ Diploma Courses introduced during the Academic year				
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
Nil	Nil	Does not arise	Does not arise	Does not arise
1.2 Academic Flexibility				
1.2.1 New programmes/courses introduced during the Academic year				
Programme with Code	Date of Introduction	Course with Code	Date of Introduction	
B.COM	01/08/2017	Nil	Nil	
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year. : NIL				
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG PG
Nil				
Already adopted (mention the year) : NIL				
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year : NIL				
	Certificate	Diploma Courses		
No of Students				
1.3 Curriculum Enrichment				
1.3.1 Value-added courses imparting transferable and life skills offered during the year				
Value added courses	Date of introduction	Number of students enrolled		
Communicative English (Offered by Department of English)	01/03/2017	22		
1.3.2 Field Projects / Internships under taken during the year				
Project/Programme Title			No. of students enrolled for Field Projects / Internships	
1. Field Study Project under Environmental Studies: Only for 3 rd Semester.			1.250	
2. Excursion: Especially for major students conducted by concerned Departments.			2.300	
1.3 Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders.				

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes/ No: YES	Yes/ No	Yes/ No	Yes/ No: YES	Yes/ No: YES

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Analysis of Feedback: The Office of the IQAC receives Feedback in structured format from Students, Parents and Alumni as designed. In a team work IQAC makes an objective analysis of the feedback received. The analyses of the feedback made leads to the following points where they are found concerned with and hence deserve attention of the authority for necessary action.

1. Analysis of the feedback received from Students shows that they are happy with the teaching-learning environment of the institution and satisfied with programme of Golden Jubilee, NCC and NSS services, extension activities, support from Corpus fund, Departments and Women Forum. They are satisfied with teachers within and outside the classroom, more or less satisfied with course content. A good number of students are not seen happy with the on line system introduced and the way the result is declared by the parent university. A few are complaining of non-availability of old question papers in the library and a few are not happy with Laboratory facility, sports facility and Zymkhana facility. From the analysis it also becomes clear that number of classes taken using ICT tools is not satisfactory. Students from the Department of English, Political Science and Commerce stream are not happy with the classrooms provided.
2. Analysis of the feedback received from Alumni lead to realisation that they are satisfied with the space provided to them in the celebration of Golden Jubilee and want that M.A. in Assamese, B.ED course and skill based certificate course should be introduced and a room is needed to be used as the office of their association.
3. Analysis of the feedback received from the Parents shows that they are more or less happy with the academic environment of the institution. However they are not happy with the on line system introduced by our Parent University citing the ground that it needs availability of network, expertise and cause more taxation on their part.

Action Taken Report: The Authority in consultation with IQAC and RUSA committee take the following steps –

1. The classrooms newly constructed under RUSA are to be provided to the Dept. Of English, Political Science and Commerce stream.
2. Communication is to be made to the Parent University regarding on line system and result.
3. Old question papers are made accessible through digital library.
4. ICT tools are bought under RUSA and six classrooms are transformed into smart classrooms with smart board, projector, computer, speaker etc.
5. Laboratory, Auditorium are to be renovated, new items will be bought soon for Laboratory, sports, and Zymkhana.
6. Commerce stream is newly introduced. Process has been on for introducing M.A. in Assamese and English, B.ED course and skill based certificate course. Inspection Teams have already visited the institution for M.A. in Assamese and B.ED course, but still the institution is looking forward to for permission from concerned departments.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats	Number of	Students
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	available	applications received	Enrolled
B.A. 1st Semester under GU	450	480	462
B.A. 3rd Semester under GU	400	331	331
B.A. 5th Semester under GU	350	297	297
B.Com 1st Semester under GU	50	27	27
Others: 1. HS under AHSEC	100	83	83
2. PG under IDOL	100	25	25
3. BA under KKHSOU	100	102	102
4. D. El. Ed	200	158	158
5. Certificate Course on Computer Application offered by Institution	200	172	172

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1117	Nil	20	Nil	Nil

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
20+16=36	20	GIS Laboratory Computer Network Centre Video Conferencing Room Digital Library NLIST Smart Board Projector Computer Podium Mini Sound Modifier Electronic and Electrical laboratory Equipments in the Psychology, Education and Geography Laboratories.	06	Nil	NLIST GIS software Language Software YouTube Video conferencing Digital Library Internet Facility Power Point Presentation

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

Student's Mentoring System has been available only in the Assamese Department in the institution since 2016. An alumnus of the Department Miss Pompei Bora, M.A. in Assamese from Gauhati University, was appointed in the Department as Mentor who served the major students of the Department as mentor in the

Academic Years 2016-17 and 2017-18. The prime duty of the mentor in the department has been of giving advice, suggestion, guidance, taking class if necessary, helping in preparing project, giving feedback to HOD, preparing the mentees for examination etc.

It is also mention worthy that at Dr. B.K.B. College another students mentoring system has also been available since 2014 in which the total students admitted for an Academic year are divided into at least 20 (twenty) groups, popularly known as BKBIAN groups. Each group is under the supervision of two teacher mentors, preferably one sanctioned and another non-sanctioned faculty. Two students in each group, one male and one female, are made students mentor. One whatsapp account is also available for each group administered by teacher mentors. The institution, through the teacher and student mentors, keep in touch with all students, keep them informing its schedule of scholastic and non-scholastic programme, and also about admission, test, examination, registration etc. And what is more academic progress of the students, their needs and problems are tried to be addressed and even dropout rate in case of major students are kept under control through the BKBIAN groups.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1117	20	1: 56(only in the Assamese Department and for Major Students)

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
24	20	06	02 (Against FDP)	09 (only permanent)

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>
July 04, 2017	Mr.Jatin Sharma	Assistant Professor	Awarded with Ph. D Degree by Gauhati University.
July 11, 2017	Dr.BhupenSaikia	Principal	Honoured with an Award 'SattriyaSangeetorHitoishiByakti' by SattriyaSangeetSikshakSamaj, Assam (recognising Dr. B.K.B. College as the first in the state to make Sattriya Dance a subject in higher education)
July 25, 2017	Mr.GhanashyamTaid	Assistant	Award of Teacher Fellowship under FDP during

		Professor	12 th Plan Period
July 25, 2017	Mrs.Mallika Bora	Associate Professor	Award of Teacher Fellowship under FDP during 12 th Plan Period
February 27, 2018	Mr.GhanashyamTaid	ANO, NCC, Dr. B.K.B. College	Honourd with Rank of Lieutenant and Commission Number allotted to after successful completion of the Pre-Commission course held at Nagpur from 27 th November, 2017 to 24 th February, 2018.
May 31, 2018	Mr.Somnath Bora	Associate Professor	Awarded with Ph. D Degree by Gauhati University.

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.A.		6th Semester	May 19, 2018	July 5, 2018
B. Com		2nd Semester	May 19, 2018	September 29, 2018

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation (CIE) system at Dr. B.K.B. College consists of Major Test, Project Preparation, Sessional Examination and Resessional Examination if and when required. The Departments conduct the Major Tests in the beginning of the session if required and declare the name of the students who are allowed to have major in the concerned subject. Similarly the Departments get their student involved with necessary instructions in Project Preparation when required. The Sessional Examination, held before the Semester-End examination, is carried out as per instruction received from parent university and the marks allotted for each paper in sessional examination are also fixed by the parent university. Minor reforms initiated by institution are as follows –

1. The Departments are instructed by the Academic Committee and IQAC to have more and more objective type questions in the Sessional Examination being in tune with Semester-End Examination encouraging the students to go through the texts prescribed in detail.
2. The Departments are instructed by the Academic Committee and IQAC to make necessary arrangement for Resessional Examination for those students who either fail or could not appear in the Sessional Examination.
3. Scrutiny of answer scripts of the Sessional Examination is also introduced from the current year.
4. The Departments are also instructed by the Academic Committee and IQAC to declare result of the Sessional Examination within fifteen days.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic Calendar prepared for all its affiliated colleges by the Parent University, is modified by IQAC of Dr. B.K.B. College with an interface of scholastic and non-scholastic programme designed by its

Departments or IQAC and provided to the students. The modified Academic Calendar refers tentative dates or period fixed for Major Test, Registration, Sessional Examination, Declaration of Result, Resessional Examination and also the probable dates of On Line Submission of Examination Forms, Semester-End Examination etc. However the final dates are communicated to the students through Departmental and General Notice Board.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

Not stated and displayed in website of the institution.

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
	B.A. Final Semester with Major	121	111	91.73
	B.A. Final Semester General	147	81	55.10
	B.A. Final Semester (inclusive of Major and General)	268	192	71.64
	B.Com 2 nd Semester	27	20	74
	Others: PG under IDOL	03	03	100
	HS under AHSEC	26	24	100
	Computer Application	30	30	100

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink):

Not done.

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
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Major projects	Nil	Nil	Nil	Nil
Minor Projects: 05	2 Years	UGC	6.06 Lakhs	1.22 Lakhs (Final Instalment)
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored Projects	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students Research Projects (other than compulsory by the College)	Nil	Nil	Nil	Nil
International Projects	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total		UGC	6.06 Lakhs	1.22 Lakhs (Final Instalment)

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year : Nil

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Nil	Nil	Nil

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year: Nil

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Nil	Nil	Nil	Nil	Nil

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year: Nil

Incubation Centre	Name	Sponsored by
Nil	Nil	Nil

Name of the Start-up	Nature of Start-up	Date of commencement
Nil	Nil	Nil

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
	<p>1. Mr.GhanashyamTaid: Rank of Lieutenantand Commission Number: Monthly Honorarium, Canteen Card Service and Exemption of toll gate fees anywhere in India.</p>	

3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)	
Name of the Department	No. of Ph. Ds Awarded
Does not arise	Does not arise

3.3.3 Research Publications in the Journals notified on UGC website during the year			
	Department	No. of Publication	Average Impact Factor, if any
National	Education	03	4
International	Nil	Nil	Nil

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	No. of publication			
	Books published/ Edited	Chapters in edited Volumes / Books published	Papers in National Proceedings	Papers in International Conference Proceedings
Assamese	02	10	03	Nil
English	03	08	Nil	Nil
Economics	Nil	03	02	Nil
Education	Nil	05	Nil	01
Geography	Nil	Nil	03	Nil
History	03	10	03	01
Political Science	Nil	03	Nil	Nil
Sattriya	Nil	01	Nil	Nil
Sociology	01	02	Nil	Nil
Psychology	Nil	01	Nil	Nil
Commerce	Nil	Nil	Nil	Nil
Principal	04	Nil	Nil	Nil
Librarian	01	Nil	Nil	Nil

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the	Number of citations excluding self
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					publication	citations
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	02	38	02	Nil
Presented papers	02	11	01	Nil
Resource Persons	Nil	Nil	01	Nil

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
1. Flood Relief provided at Kaliabor and Rangagarah	Organised by NSS, Women Forum and Students' Union, Dr. B.K.B. College on August 18, 2017	03	55
2. Blood Donation Camp by NCC	Organised by Assam Government on 28 th November, 2017 and 10 (Ten) NCC cadets of Dr. B.K.B. College donate blood, receive appreciation letter and win a few prizes.	01	10
3. CATC Camp by NCC	Organised by NCC, North East Region, Assam from May 21, 2018 to May 30, 2018	01	11
4. Yoga Camp at Tezpur by NCC	Organised by Indian Army, Tezpur on June 21, 2018.	01	25
5. CATC by NCC	At Mohkhuli, Nagaon from June 19, 2018 to June 28, 2018.	01	07

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students
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			benefited
CATC Camp on May 21, 2018	1. First in Football 2. First in Volleyball 3. Second in Long Jump 4. Second in High Jump	NCC, North East Region, Assam.	30
Selection for RDC Delhi Parade	SUO Mr.AbhijitKalita and CPL PorismitaPhukanare selected at CATC Camp from May 21 to 30, 2018 for RDC Delhi Parade.	NCC, North East Region, Assam.	02

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Celebration of Important Days and Inculcation of Values	Organised by Green Police, Dr. B.K.B. College in collaboration with Students' Union.	An Extension Programme 'SwashaAbhiyan' is undertaken by the Green Police of Dr. B.K.B. College and earthen lamps are lighted in the evening all around the college campus synchronising College Foundation Day on July 30,2017	02	30
Celebration of Important Days and Inculcation of Values	Organised by Green Police, Dr. B.K.B. College.	National Flag is hoisted and an Extension Programme 'SwashaAbhiyan' is undertaken by the Green Police of Dr. B.K.B. College celebrating Independence Day on August 15, 2017.	02	50
Celebration of Important Days and Inculcation of Values	Organised by Students' Union Body, Dr. B.K.B. College.	An Extension Programme 'Celebration of Sri Sri Shankar Deva Tithi' is organised on August 23, 2017.	02	150
Celebration of Important Days and Inculcation of Values	Organised by Students' Union Body, Dr. B.K.B. College.	An Extension Programme Celebration of 'Teacher's Day' is centrally organised by Students' Union on September 5, 2017 apart from Departmental celebration of the same.	04	250

Celebration of Important Days and Inculcation of Values	Organised by Students' Union Body in collaboration with Green Police, Dr. B.K.B. College.	Celebration of Gandhi Jayanti with an Extension Programme of 'SwashaAbhiyan' on 2 nd October, 2017.	02	35
Skill Development: Exposure and opportunity to Singers of the institution	Organised by IQAC in collaboration with Cultural Cell, Golden Jubilee Celebration Committee, Dr. B.K.B. College	'Dr. B.K.B. College Song' and 'Golden Jubilee Song', composed by Dr.BhupenSaikia, Principal are recorded in studio with student-singers of the collegeRajumoni Bora, AmlanjyotiSaikia and AnupamSaikia, ShrutimalaBoiragi, JhornaKalita and Lizamoni Bora.	03	06
Student Oriented Extension Activity	Organised by Students' Union Body, Dr. B.K.B. College and AASU.	'Free On-Line Examination Form Fill up' Camp for poor students on October 18, October 20, October 30, 2017.	02	250
Student, Faculty and Community Oriented Extension Activity: Celebration of Closing Ceremony of Golden Jubilee Year	Three Days long Closing Ceremony of Celebration of Golden Jubilee Year is organised by Golden Jubilee Celebration Committee, Dr. B.K.B. College with its sub-cells from October 25, 2017 to October 27, 2017 at Dr. B.K.B. College.	<ol style="list-style-type: none"> 1. Hoisting of 50 numbers of flags by fifty renowned personalities, followed by Golden Jubilee Song. 2. A full-view statue of Dr.Birinchi Kumar Baruah, for the first time in the State, is installed at College Campus by Alumni Association. 3. Cultural Procession with local organisation. 4. Book Fair and Exhibition from October 25, 2017 to October 27, 2017 at Dr. B.K.B. College. 5. A Meet with Alumni and local citizens. 6. Popular Talk by Ajit Kumar Bhuyan, Editor-in-chief, Prag News. 7. Dr. B.K.B. College Award is given to Mr.Murulidhar Das, a dedicated folklorist. 8. Release of 5 (Six) Books published by Dr. B.K.B. College. 9. Release of 4 (Four) Books authored by faculty Dr. Kamal ChSaikia, Mr.Murulidhar Das and 	07	Average 30

		<p>GayatriBhattacharjee, former Professor, GU.</p> <p>10. Felicitation of Ex-Presidents, Ex-GB Members, Ex-Principals, Ex-Teachers, Ex-Employees, Alumni etc.</p> <p>11. Tree Plantation</p> <p>12. General Meeting with Dignitaries from different fields of the state.</p> <p>12. Cultural Programme at Night for three days.</p> <p>13. 'SwashaAbhiyan'</p>		
Celebration of Important Days and Inculcation of Values	Organised by Students' Union Body, Dr. B.K.B. College October 30, 2017	Honour to the Victims of 30 th October, 2008 and the day is observed as Ant-Terrorism Day.	01	65
Celebration of Important Days and Inculcation of Values: 109 th Birth Anniversary of Dr.Birinchi Kumar Barua.	Organised by IQAC in collaboration with Department of English and Debate and Symposia Cell, Dr. B.K.B. College October 30, 2017	Synchronizing 109 th Birth Anniversary of Dr.Birinchi Kumar Barua earthen lamps are lighted in front of his full statue, new building for the Department of English is inaugurated and an Essay Competition on the topic 'Assamese Society in the Works of Dr.Birinchi Kumar Barua' is held among the students of the college.	02	65
Linkage with Neighbouring Educational Institutions	Organised by Women's Forum in collaboration with Hatigaon L.P. School, Nagaon on 14 th November, 2017	Celebration of Children Day at Hatigaon L.P. School, Nagaon and good number of books, sports materials and a steel almirah are donated to the school.	02	30
Skill Development: Yuva-Tarang Programme	Organised by AkashbaniNagao n, Assam on December 3, 2017.	A group of our students AmlanjyotiSaikia, ShrutimalaBoiragi, Rima Barik, Rajumoni Bora and Sarat Sharma conduct a musical programme and recitation of poems in the programme.	01	05
Celebration of Important Days and Inculcation of Values: Swaraswati Puja	Organised by Students' Union Body, Dr. B.K.B. College on January 22, 2018	Celebration of Swaraswati Puja	02	350

Celebration of Important Days and Inculcation of Values: Republic Day	Organised by Students' Union Body, Dr. B.K.B. College on January 26, 2018	Celebration of Republic Day with hoisting of National Flag and 'SwashaAbhiyan'	02	55
Celebration of Important Days and Inculcation of Values: Death Anniversary of Mahatma Gandhi	Organised by IQAC in collaboration with Students' Union Body, Dr. B.K.B. College on January 26, 2018	Synchronizing 70 th Death Anniversary of Mahatma Gandhi an essay competition is held among the students of the college.	02	35
Student and Community Oriented Extension Activity: Celebration of Women's Day	Organised by Women's Forum in collaboration with Debate and Symposia Cell and Students' Union Body, Dr. B.K.B. College on March 8, 2018	An awareness programme on Women's Health and Hygiene is organised in which Mr.NayanSaikia, known as 'Padman' of Assam, delivers a valuable talk on the topic and with his wife interacts with the girl students and local women present in the meeting. The medical officers present in the meeting Dr.BinapaniNeog and Dr. A. Lalung also highlight vital issues regarding women's health and hygiene. The movie "PADMAN" is also shown to the interested participants and an essay competition on 'Role of Women in Industrialisation' is organized among the interested students of the college.	02	150
Skill Development: Awareness Programme	Organised by Career Counselling Cell in collaboration with IQAC on April 23, 2018	Awareness Camp on Free Skill Development Course	02	30
Celebration of Important Days and Inculcation of Values: Environmental Day	Organised by Women's Forum in collaboration with Students' Union Body, Dr. B.K.B. College on June 5, 2018.	'Sapling Distribution at Muktab L.P. School, RKB H S School and HalowagaonValikaVidyalaya, Nagaon'	02	65

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3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration
Faculty Exchange	02	Institution	02 Days

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
Nil	Nil	Nil	Nil	Nil

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	Nil

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
100Lakhs	100.93688 Lakhs

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added

Campus area	2.252 Acres	Nil
Class rooms	18	05
Laboratories	04	Nil
Seminar Halls	01	01
Classrooms with LCD facilities	01	06
Classrooms with Wi-Fi/ LAN	Nil	01
Seminar halls with ICT facilities	Nil	01
Video Centre	Nil	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	X	
Value of the equipment purchased during the year (Rs. in Lakhs)	X	25,23,193.00
Others: Books Purchased	X	76,795.00
Others: Boundary wall around the new land purchased	X	2,98,523.00
Others: Renovation of Classroom		2,61,168.00
Others: Renovation of Auditorium		9,34,000.00
New Construction of Classroom		60,00,009.00

4.2 Library as a Learning Resource

4.2.1 Library is automated { Integrated Library Management System -ILMS }

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0	2010

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13392	1977862	1256	512460	14648	2490322
Reference Books	1146	294353	124	50480	1270	344833
e-Books	Through NLIST				NLIST	
Journals	712 issue	29161	101	7605	813 issue	36766
e-Journals	Through NLIST				NLIST	
Digital Database	01	-	-	-	01	-
CD & Video	05	2000	-	-	05	2000
Library automation	-	-	-	-	-	-
Weeding (Hard & Soft)	-	-	-	-	-	-
Manuscripts	03	24	-	-	03	24
Others (specify): Digital Library	-	-	01	928027	01	928027
Others (specify): Magazine	6784	60229	333 issue	12635	7117	72864

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Lab GIS	Internet	Browsing Centres	Computer Centres	Office	Departments	Library	Study Centre of KKH SOU	Available band width (MGBPS)	Others
Existi	37	10	Com	-	11	03	09	03	01	-	-

ng			puter Centr								
Added	06	-	-	-	-	01	-	05	-	-	-
Total	43	10	-	-	11	04	09	08	01	-	-

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

..... MBPS /GBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
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Nil

Nil

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e – content
Nil	Nil	Nil	Nil

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
8,00,000	7,70,134	19,50,000	19,53,881

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (*maximum 500 words*) (information to be available in institutional Website, provide link)

- Physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. are maintained through the persons assigned and utilising fund from college fund whenever needed.
- Utilization of physical, academic and support facilities such as laboratory, library, sports complex, computers, classrooms, auditorium etc. is ensured through interface of academic and non-academic programme designed.
- Optimal utilization of physical, academic and support facilities such as laboratory, library, sports complex, computers, classrooms, auditorium etc. is ensured through the classes of KKHSOU, IDOL, DI ED, and assigning those facilities to Alumni, local organisation for meeting etc. on special consideration.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Corpus Fund	20	49,500.00
	Women Forum	01	15000.00
From Faculty	Best Graduate	01	2000.00
	Best Singer	02	2000.00

	Best Debater	03	6000.00
	Best Athlete Male	01	1000.00
	Best Athlete Female	01	1000.00
	Best Woman Cricketer	01	1000.00
	Best Director	01	1000.00

Financial support from other sources

a) State	Free Studentship for students from economically backward families	686	2021746.00
b) National	IshanUday	08	96000.00
	SC Scholarship	02	17000.00
	Minority Scholarship	47	399500.00
	OBC Scholarship	05	42500.00
c) International	Nil	Nil	Nil

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial Coaching	20/04/2018	65	Cell for Remedial Coaching
Yoga and Meditation	19/01/2018	45	Cell for Yoga and Meditation
Personal Counselling and Mentoring	10/08/2017	All	Cell for BKBIAN Counselling and Mentoring

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-18	Career Counselling	Nil	35	10 (CRPF, Assam Police, SSB, LDA)	10

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
15	15	7 days

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Nil	Nil	Nil	Nil	Nil	Nil

5.2.2 Student progression to higher education in percentage during the year 2018

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018	07	B.A.	Assamese	SrimantaSankardev University and Nagaon Girls College	M.A.
	07	B.A.	English	Assam University, Silchar, Assam University, Diphu Campus Samaguri DIET, Nagaon	M.A., Mass Communication and DL.ED.
	03	B.A.	Economics	Gauhati University and Kaliabor B.ED College	M.A. and B.ED
	11	B.A.	Political Science	IDOL, Gauhati University, KKHSOU, Nowgong Law College, Samaguri DIET	M.A., LLB and DL.ED.
	04	B.A.	Education	Gauhati University and SrimantaSankardev University	M.A.
	05	B.A.	Geography	GU, DU, Excell Craft, Guwahati	MA, PG Diploma in Remote Sensing
	03	B.A.	History	Assam University and ADP College	M.A.
	02	BA	Sociology	GU, MSSV	MA

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
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NET	Nil	Nil
SET	Nil	Nil
SLET	Nil	Nil
GATE	Nil	Nil
GMAT	Nil	Nil
CAT	Nil	Nil
GRE	Nil	Nil
TOFEL	Nil	Nil
Civil Services	Nil	Nil
State Government Services	Nil	Nil
Any Other	10	Nil

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
Sports and games in College Week from 9 th to 14 th February, 2018	Institutional level	350
Cultural Competitions in College Week from 9 th to 14 th February, 2018	Institutional level	220
Art Competition organised by Book Fair and Exhibition Sub-Committee as a part of Celebration of Golden Jubilee Year on August 28, 2017	Institutional level	45
Essay Competition on 'Assamese Society in the Works of Dr.Birinchi Kumar Barua' on November 10, 2017	Institutional level	33
Synchronizing 70 th Death Anniversary of Mahatma Gandhi an essay competition is held among the students of the college by Students' Union Body on January 30, 2018.	Institutional level	30
An essay competition on 'Role of Women in Industrialisation' is organized among the interested students of the college by the Department of Debate and Symposia, Union Body on March 8, 2018.	Institutional level	35

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at

national/international level (award for a team event should be counted as one)						
Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
9 th to 11 th Sept, 2017	1 st in Free Flow Yogo Dance in 20 th Assam State Yoga Sports Championship	State	Yes	–	206/III/18	Miss Ponchee Bora
9 th to 11 th Sept, 2017	2 nd in Rhythmic Yoga in 20 th Assam State Yoga Sports Championship	State	Yes	–	206/III/18	Miss Ponchee Bora
9 th to 11 th Sept, 2017	Best of the Best in 20 th Assam State Yoga Sports Championship	State	Yes	–	206/III/18	Miss Ponchee Bora
9 th to 11 th Sept, 2017	1 st in Artistic in 20 th Assam State Yoga Sports Championship	State	Yes	–	206/III/18	Miss Ponchee Bora
9 th to 11 th Sept, 2017	1 st nYogasana in 20 th Assam State Yoga Sports Championship	State	Yes	–	206/III/18	Miss Ponchee Bora
11-13 Septem ber, 2017	1. Gold Medal in ‘Borgeet’ 2. Silver Medal in ‘Poetry Writing’	GU Youth Festival		Yes	1. 24/V/17 2. 208/V/17	1. ShrutimalaBoiragi 2. AmlandeepSaikia
25 th to 28 th Octobe r, 2017	Sixth position in Free Flow Yoga Dance in the 42 nd National Yoga Championship at Ghaziabad, UP	National	Yes	-	206/III/18	Miss Ponchee Bora
25 th to 28 th Octobe r, 2017	Third position in Artistic Yoga in the 42 nd National Yoga Championship at Ghaziabad, UP	National	Yes	-	206/III/18	Miss Ponchee Bora
20 th to 24 th Novem ber,	1 st position in the Artistic Yoga in the 2 nd Federation Yoga	National	Yes	-	206/III/18	Miss Ponchee Bora

2017	Sports Cup, Karnataka					
21 st to 24 th November, 2017	2 nd position in the Artistic Yoga in the International Yoga Sports Championship-2017, Karnataka	International	Yes	-	206/III/18	Miss Ponchee Bora
1 December, 2017	Silver	International Yoga Competition	Yes		206/III/18	Ponchee Bora
June 30, 2018	1. Bronze Medal in 'Borgeet' 2. Silver Medal in Debate	Inter-College Zonal Youth Festival		Yes	1. 24/V/17 2. 19/V/17 3. 190/V/17	1. ShrutimalaBoiragi 2. ShidharthSankar Das 3. PabanGogoi

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Academic Committee, RUSA, IQAC, Grievance Redressal Cell, Anti-Ragging Cell etc. Actively involved in Scholastic and Non-scholastic activities and Extension Works.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

Yes. Registration no is RS/NG/254/J/98 of 2010-2011

5.3.2 No. of enrolled Alumni:

246

5.3.3 Alumni contribution during the year (in Rupees) :

Alumni Association bears the total cost of manufacturing and installation of the full stature of Dr.B.K.Barua in the college campus.

5.3.4 Meetings/activities organized by Alumni Association :

- Two meetings of the Executives of the Alumni Association.
- A full-view statue of Dr.Birinchi Kumar Baruah, for the first time in the state, is installed at College Campus by Alumni Association.

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Strength of **governance of Dr. B.K.B. College lies in its practice of decentralization and participative management.** Two of such practice are as follows –

1. The Academic Committee consisting of Principal, Vice-Principal, all HODs, IQAC coordinator, Head Assistant, President of the Students' Union deals with all academic matters and provides

platform for all to raise their voice through their representative and contribute to the sustenance and growth of the academic environment institution.

2. Activities under RUSA: Almost all stakeholders right from the President of the Governing Body to the President and Secretary of the students Union, Principal as President and Vice Principal as Member Secretary, one faculty as coordinator, data approver, data operator, representatives from teaching and non-teaching staff are actively involved in the whole process of utilisation of funds received from RUSA for infrastructural growth of the institution right from preparation of estimate to payment to vendors following rules and regulation prescribed by RUSA and State Government.

6.1.2 Does the institution have a Management Information System (MIS)?

Yes/No/Partial:

No.

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

❖ **Curriculum Development:** The syllabus, designed by Gauhati University, is modified with scholastic and non-scholastic activities, co-curricular activities, activities inculcating universal and local values and providing real life exposure and thus the curriculum is developed keeping in mind the mission and vision of the institution and needs of the students.

❖ **Teaching and Learning:** Stress has been on the following aspects:

1. Healthy Teaching Learning environment.
2. Accessibility of teachers outside the classroom
3. Use of ICT in the classroom
4. Power point presentation
5. Availability of Synopsis of selected lectures
6. Use of Departmental and Central Library, Digital Library and e-resources.
7. Project work, Excursion, Guest Lecture
8. Use of Laboratory beyond class routine
9. Completion of course
10. Extra or Remedial class whenever necessary.

❖ **Examination and Evaluation:** The Vice-Principal on behalf of the Academic committee with the help of the HODs conducts the sessional examination while a full-fledged examination committee with OC, Confidential OC and AOC is constituted for every Semester-end examination. The HODs are instructed for re-sessional examination if necessary. Stress has been on objective evaluation, cross checking of answer scripts and declaration of result as early as possible.

❖ **Research and Development:** The HODs of the Departments having project work for students are instructed to train their students on writing a research paper or a report. IQAC keeps on encouraging the faculty members to get enrolled in the parent or in any other recognised university for Ph.D programme and to contribute to the society through their research findings. In the academic year 2017-18 one faculty has submitted final report of MRP, two are awarded Ph.D by Gauhati University and a good number of research papers by faculty members are presented and published.

❖ **Library, ICT and Physical Infrastructure / Instrumentation:** Quality improvement strategies adopted by the institution are as follows –

1. Digital Library is installed and made accessible to all.

2. Library automation is continued.
3. A good number of books are purchased.
4. Four new computers are purchased for the library.
5. Modern Trends and Services of Libraries in Digital Era, edited by the Librarian Miss JuliThakuria is published.
6. Three days long 'Book Fair and Exhibition' is organised at the college.
7. Six classrooms are made ICT enabled classrooms with Smart Board, Projector, Desktop, Speaker, Podium, Scanner etc.
8. One classroom is made equipped with Video Conferencing set and made accessible to Departments.
9. Best Library User Award to both student and faculty are given by the Library.

❖ **Human Resource Management:** The institution through its interface of scholastic and non-scholastic activities, extension and outreach programme, NSS and NCC activities, co curricular activities, certificate courses aspires for all round development of the students. As a bye product of the activities it is always tried to inculcate universal and local values in our students. The faculty members are encouraged to go for more and more research work and to contribute to the society.

❖ **Industry Interaction / Collaboration:** Nil. Through Faculty Exchange or Knowledge Exchange programme linkage with other institution such as Kaliabor College, Nonoi College, Samaguri College, RKB Higher Seconadry School, Barhampur Higher SEconadary School and Chapanalla HS School is sustained.

❖ **Admission of Students:** The admission committee following rules and regulation of reservation conducts the admission procedure. For the academic year the total number of seats for the First Semester for General and Major Course of study is increased.

6.2.2 : Implementation of e-governance in areas of operations: Not implemented, but partially followed.

❖ **Planning and Development:** Not implemented, of course AIHSE data are submitted.

❖ **Administration:** Initiated through Website, e-mail, whatsapp group, group sms etc.

❖ **Finance and Accounts:** Cash transaction is reduced payment through cheque is preferred. Payments under RUSA are done through PFMS and then RTGS or on line.

❖ **Student Admission and Support:** Not implemented, only the college website, whatsapp group, group sms facility are available.

❖ **Examination:** Gauhati University makes it compulsory for on line submission of Registration forms, Examination forms etc. and result of the Semester-end examinations is made available through on line.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	Nil	Nil	Nil	Nil

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the	Title of the	Dates (from-	No. of participants	No. of
------	--------------	--------------	--------------	---------------------	--------

	professional development programme organised for teaching staff	administrative training programme organised for non-teaching staff	to)	(Teaching staff)	participants (Non-teaching staff)
2017	Two Days Long Software Traingg Programme on Arc Gis	Nil	From October 31 to November 1,	04	Nil
2018	An Awareness cum Training Programme on Power Point Presentation in Classroom	Nil	June 1, 2018	30	Nil

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Orientation Programme	02	1. 04/12/2017 to 31/12/2017 2.01/06/2018 to 28/06/2018
Refresher Course	02	1. 20/11/2017 to 10/12/2017 2. 25/06/2018 to 13/07/2018
FDP on Use of ICT	02	1. 30/04/2018 to 06/0/2018

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Temporary	Permanent	Temporary
Nil	<p style="text-align: center;">08</p> <p>1. Mr. Sandeep Sharma on 22/07/2017 against a non-sanctioned post. 2. Miss Sarmistha Devi on 01/08/2017 against a non-sanctioned post. 3. Miss GeetimoniDeka on 01/08/2017 against a non-sanctioned post. 4. Mrs.DharitriBarua against a non-sanctioned post on 12/08/2017. 5. Miss SangeetaSaikia against a non-sanctioned post on 01/09/2017 6. Miss PurabiHazarika on 1/01/2018 against a non-sanctioned post 7. Miss PrarthanaHazarika against FDP availed by Mallika Bora on 05/02/2018 8. Dr. J.H. Alom against FDP availed by GhanashyamTaid on 19/03/2018</p>	Nil	Nil

6.3.5 Welfare schemes for				
Teaching	GSLI, GIS, NPS, TEBS, WOMEN'S AID			
Non teaching	GSLI, GIS, NPS, TEBS, WOMEN'S AID			
Students	GSLI, Poor Fund, Corpus Fund, Book Bank, Awards, Recommendation for Free Admission and Scholarship.			
6.4 Financial Management and Resource Mobilization				
<p>i. Institution conducts internal and external financial audits regularly (with in 100 words each) Yes. As far as internal financial audit is concerned the Auditor is appointed by the Governing Body of the institution while the Auditor is appointed by concerned Department of Government for external financial audit.</p>				
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)				
Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.		Purpose	
Nil	Nil		Nil	
6.4.2 Total corpus fund generated Rs. 1,31,070.00				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	IQAC
Administrative	No	No	Yes	IQAC
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
<p>1. Removes the gap between the institution and the Parent. 2. Financial help in celebration of closing ceremony of Golden Jubilee Celebration Year and active participation in the three days long programme. 3. Provides feedback on the total environment of the institution.</p>				
6.5.3 Development programmes for support staff (at least three)				
<p>1. Salary for the non-sanctioned staff is increased. 2. Free Basic Computer Course is provided. 3. Loan from college whenever needed.</p>				
<p>i. Post Accreditation initiative(s) (mention at least three):</p> <p>1. Introduction of Commerce Stream. 2. Six classrooms are made ICT enabled classroom and stress on use of ICT tools in the classroom. 3. Stress has been on research work and during the year two faculties are awarded with Ph.D by Gauhati University and one has submitted final report of MRP.</p>				
6.5.5				
<p>a. Submission of Data for AISHE portal : (Yes /No): Yes. b. Participation in NIRF : (Yes /No): No. c. ISO Certification : (Yes /No): No. d. NBA or any other quality audit : (Yes /No): No.</p>				
6.5.6 Number of Quality Initiatives undertaken during the year				

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to--- ---)	Number of participants
2017	Celebration of Closing Ceremony of Golden Jubilee Celebration Year 2016-17	From October 25 to 27, 2017	Three Days	1500
2017	A Workshop on “ Arc GIS Software ’ is organized in collaboration with the Department of Geography and ESRI Kolkata.	October 31 - November 1, 2017	Two Days	14
2018	A UGC Sponsored National Seminar on the topic ‘Regional Development and Planning in N E India’ is organized by the Department of Economics in collaboration with IQAC.	February 23,	One Day Programme	450
2018	An Awareness cum Training Programme on Power Point Presentation in Classroom	June 1, 2018	A Three Hours Programme	35
2017-18	BKBIAN Groups: Personal Counselling and Mentoring	Every Monday	2017-18	Every Student

CRITERIONVII –INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (from-to)	Participants	
		Female	Male
An awareness programme on Women’s Health and Hygiene attended by Mr.NayanSaikia the ‘Padman’ of Assam, Dr.BinapaniNeog and Dr. A. Lalung	March 8, 2018	185	45
The Movie ‘Padman’ is shown to the interested viewers.	March 8, 2018	125	10
An essay competition on ‘Role of Women in Industrialisation’ is organized among the interested students of the college.	March 8, 2018	35	5

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the College met by the renewable energy sources:

1. ‘Tree Plantation’ inaugurated by Mrs.Dimpi Bora, IFS, is organised by Eco-Club on October 26, 2017 as a part of the three days long programme of closing ceremony of celebration of Golden Jubilee Year.
2. ‘Tree Plantation at College Campus’ is organised on June 5, 2018.
3. ‘Sapling Distribution’ at Muktab L.P. School, RKBHS School and HalowagaonBalikaVidyalaya are successfully organized by Women’s Forum in collaboration with Union Body of Dr. B.K.B. College.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Nil	Nil

Provision for lift	Nil	Nil
Ramp/ Rails	Nil	Nil
Braille Software/facilities	Nil	Nil
Rest Rooms	02	02
Scribes for examination	Nil	Nil
Special skill development for differently abled students	Nil	Nil
Any other similar facility	Nil	Nil

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2017	01	Nil	August 16, 17 and 18.	Collection Drive for Flood Victims and Flood Relief	Scarcity of food and necessary items of maintaining health and hygiene	85
2017	Nil	01	October 11, 12 and 13.	External Evaluator of Schools in Gunotsav	Highlighting strengths and weaknesses of schools to the concerned authority for follow up action	20

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
-------	---------------------	------------------------------------

Code of conduct for stakeholders, Dr. B.K.B. College, Puranigudam, Nagaon, Assam, published by IQAC.	July1, 2017	The handbook is meant for the stakeholders of Dr. B.K.B. College highlighting a few code of conduct expected on their part to follow. The book directs the students what they should do or donot do and encouraging non-teaching and teaching staff and parents to act in such a way so that a total healthy teaching learning environment may be created where the institution taking its students at the centre may proceed towards achieving its goals.
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7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from--to---)	Number of participants
Collection Drive for Flood Victims and Flood Relief is provided to the flood affected people of Rangagarah and Kaliaboar	August 16, 17 and 18, 2017	
Teachers' Day celebrated centrally and organised by Students' Union	September , 2017	350
Anti-Terrorism Day organised by Students' Union	October, 30, 2017	150
Children Day organised by Women Forum	November 14, 2017	120
Women's Day organised by Women Forum	March 8, 2018	230
World Environment Day organised by Women Forum	June 5, 2018	125

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Use of Plastic Bags is banned within college campus.
2. The college campus is 'Tobacco Free Zone'.
3. Installation of twenty bamboo-made dustbins within the college campus.
4. Tree plantation, Gardening etc.

7.2 Best Practices

Describe at least two institutional best practices

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

1. **Publication and Release of Books**
2. **Dr.Birinchi Kumar Barua College Award given every year to a dedicated worker on and contributor to the field of culture, folklore and local history.**
3. **Dr.Birinchi Kumar Barua Memorial Lecture.**
4. **Faculty Exchange and Knowledge Exchange Programme.**
5. **Bkbian Groups: Personal Counselling and Mentoring.**

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust

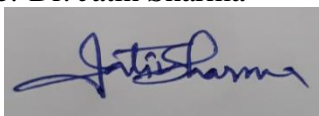
Provide the weblink of the institution in not more than 500 words

The vision of Dr. B.K.B. College, a rural institution, is to impart higher education in UG level to the cross section of learners (basically belonging to the socio-economically backward communities) at an affordable cost through a syllabus designed by the parent university and a curriculum-extension interface at our own initiative. And naturally the mission is to generate knowledge and develop cognitive abilities through well planned curriculum, co-curricular and extra-curricular activities, teaching methods and evaluation procedure, to inculcate values and preserve socio-cultural identities, ensure equal development and to foster a sense of belongingness to the Nation. Till 2013 only BA under Gauhati University was provided. In the Academic year 2013-14 two new subjects Sociology and Psychology, in the Academic year 2014-15 Satriya and in the Academic year 2017-18 Commerce Stream are introduced. It is mention worthy that Dr. B.K.B. College contributes to the field of Higher Education in Assam introducing Sociology in Gauhati University and Satriya as a subject for the first time in the state. As far as infrastructural augmentation is concerned 0.250 acres of land is bought, a Seminar Hall, an auditorium, separate Boys' Common Room and Union room, laboratory for Satriya and Psychology, a few classroom and departments constructing three RCC structures, Digital Library, Video conferencing set, laboratory equipments, ICT equipments are either constructed and renovated or procured. The year 2016-17 is celebrated as Golden Jubilee Celebration year with scholastic and non-scholastic activities with all stakeholders together. Publication of six books, installation of full view statue of Dr. B.K.Barua, Book Fair, Seminar etc. mark the closing ceremony of the same held in October, 2018. Thus Dr. B.K.B. College has been accelerating its activities in the post-accreditation period through a well planned curriculum-extension interface, infrastructural augmentation and support services. Honestly speaking, with such development Dr. B.K.B. College cannot claim any academic excellence to be stand by, but with limited course of study and limited infrastructure and digital facility proceeds towards achieving its goal capitalising extension activities incorporating with academic programme. Details of the Extension Activities undertaken in the Academic Year 2017-18 are as stated in the **Column 3.4**.

8. Future Plans of action for next academic year (500 words)

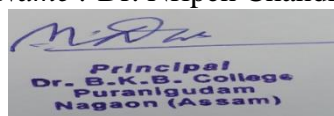
1. Renovation of Auditorium, Classroom, Academic Block etc.
2. Purchase of Computer, Equipment for Digital Classroom etc.
3. Papers to be published in UGC referred journals.
4. Publication of Research Journal, Papers to be published in UGC referred journals, Subscription of a few International Journals
5. Introduction of a few Certificate Courses approved by Parent or other recognised University.

Name: Dr. Jatin Sharma



Signature of the Coordinator, IQAC

Name : Dr. Nripen Chandra Das



Signature of the Chairperson, IQAC

Annexure - iii

Academic Calendar for BA Prepared by Gauhati University
And Modified by Dr. B.K.B. College
July 1, 2017 – August 1, 2018

Date(s)	Events / Activities
July 1 to July 31, 2017 July 31, 2017	Summer Vacation Celebration of College Foundation Day, 'Swashwa Bharat Abhiyan' Admission Process is to be completed within the month.
Tuesday, August 1, 2017 August 15, 2017. August 23, 2017 Fourth Week of August	Resumption/Commencement of ODD Semester Classes Commencement of Commerce Stream Celebration of Independence Day, 'Swashwa Bharat Abhiyan' Sri SriSankar Deva Tithi Freshers' Social
September 5, 2017 3rd Week of September, 2017	Celebration of Teachers Day. Sessional Examinations <i>Sessional examinations should be conducted during the class period without affecting the normal class routine</i>
October 2, 2017 October 30, 2017 October 25 -27, 2017 1 - 31 October, 2017 Last week of October, 2017	Celebration of Gandhi Jayanti Anti-Terrorism Day and honour paid to the victim of October 30, 2008. Closing Ceremony of Golden Jubilee Celebration Year Field Trip (subject specific), if any, is to be completed during this period Workshop on "Arc GIS Software" is to be organized.
November 5, 2017	6 th Death Anniversary of Dr. Bhupen Hazarika

November 10, 2017	109 th Birth Anniversary of Dr. B. K. Baruah
November 14, 2017	Celebration of Children Day
6 November - 20 November, 2017	Odd Semester Practical Examinations
21 November - 15 December, 2017	Odd Semester Theory Examinations Examinations for Semester 3rd will be held in 1st Stage and Semester 1st & 5th will be held in 2nd Stage
Saturday, December 16, 2017	Commencement of EVEN semester classes
23 December, 2017 - 16 January, 2018	Winter Vacation Teachers willing to do Zonal Activities are free to do so
January 22, 2018	Swarashati Puja
January 26, 2018	Republic Day
Saturday, January 27, 2018	Evaluation of Answer Scripts of ODD Semester Examinations be completed by this date
January 30, 2018	70 th Death Anniversary of Mahatma Gandhi
Last Week of January - 1st Week of February, 2018	College Week College Week to be completed by 27 Jan, 2018
February, 2018	UGC Sponsored National Seminar on the topic 'Regional Development and Planning in North East Region of India', is to be organized
March 8, 2018	Celebration of Women's Day
3rd Week of March, 2018	Sessional Examinations Sessional examinations should be conducted during the class period without affecting the normal class routine
21 April, 2018 - 6 May, 2018	EVEN Semester Practical Examinations

7 May, 2018 - 31 May, 2018	Even Semester Theory Examinations Examinations for Semester 2nd & 6th will be held in 1st Stage and Semester 4th will be held in 2nd Stage
Friday, June 1, 2018	Commencement of 3rd and 5th Semester Classes
June 5, 2018	Celebration of World Environment Day
Thursday, June 14, 2018	Evaluation of Answer Scripts of 2nd & 6th Semester Examinations be completed by this date
Wednesday, June 20, 2018	Evaluation of Answer Scripts of 4th Semester Examinations be completed by this date
June 2018	Admission process to the 1st Semester of TDC classes should be completed within two weeks of declaration of HS results Classes should commence within 5 days of the completion of the admission process

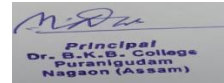
Notes:

- Notifications about Fill-up of Examination Forms, commencement of semester examinations, and declaration of results will be issued from the Office of the Controller of Examination, GU.
- Election of Student Union Bodies will be as per UGC notifications (vide Lyngdoh Committee Recommendations).



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



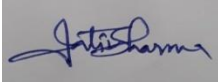
Signature of Chairperson, IQAC

Annexure iv

Composition of IQAC for the Academic Year 2017-18

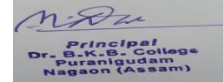
- Chairperson: Dr.Nripen Chandra Das, Principal, Dr.B.K.B. College
- Co-ordinator: Dr.Jatin Sharma.
- Member: Dr. Kamal Chandra Saikia
- Member: Dr.AbinashBharali
- Member: Mrs.Anurupa Bora
- Member: Mrs.DebitaKempriai
- Member: Md. Abdul Hashem.
- Member: Mr.PrafullaSaikia
- Member: SwapnilBaruah.
- Member: Mr.Dipak Bora.

- 11.Member: GokulChetry.
- 12.Member: Mr.Lohit Bora
- 13.Member: Mr.PranjalSaikia, President, Students' Union
14. Member: Mr.HironmayGoswami, Secretary, Alumni Association.



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



Signature of Chairperson, IQAC

**Principal
Dr. B.K.B. College
Puranigudam
Nagaon (Assam)**

Annexure – iv(a)

The Minutes of IQAC Meetings and Action Taken Report


The Minutes of IQAC Meeting held on 01/07/2017:

1. It is resolved that the Commerce Stream will be introduced from the Academic year 2017-18 and at least three faculties should be appointed on or before 01/08/2018.
2. IQAC resolves that the closing ceremony of Golden Jubilee Celebration Year will be organised in the month of October, 2018.
3. It is resolved that all HODs are to be instructed to maintain Academic Diary and to provide the assignments to the teachers for the 1st, 3rd and 5th Semester of the academic year 2017-18 before 15/07/2018 and the teachers are to submit their Teaching Plan of the papers/topics assigned to them on or before 01/08/2018. The HODs are to submit Assignments and Teaching Plan to the office of the IQAC on or before 05/08/2017.

4. It is resolved to continue the Bkbian Groups for Personal Counselling and Mentoring and to constitute the groups before 14/08/2018.
5. It is also resolved that the important days such as College Foundation Day, Independence Day, Sankar Deva Tithi, Madhab Deva Tithi, Anti-Terrorism Day, Republic Day, Swarasati Puja, Women's Day, Environmental Day etc. will be celebrated with NCC, NSS, Students' Union etc. with a view to inculcating certain values in students.
6. It is decided that financial assistance will also be provided to non-sanctioned teaching and non-teaching staff when needed.

Action Taken Report: The Principal, Dr. B.K.B. College after discussing the Minutes of the IQAC meeting held on 01/07/17 with the Statutory Body and others concerned finally takes the following actions -

1. All HODs are instructed to submit the assignments provided to the teachers of their respective Departments and the teachers are instructed to submit their Teaching Plan of the papers/topics assigned to them to the office of the IQAC on or before 10th August, 2017.
2. Bkbian Groups are constituted, two teachers are appointed for each group as counsellors and two students are appointed by the counsellors as Mentors. Guidelines to the Counsellors are also sent through IQAC.
3. The Golden Jubilee Celebration Committee will decide the dates of organising the event.
4. Commerce stream is introduced and three faculties are appointed.
5. Important Days will be celebrated with different Cells of the college.
6. Financial assistance will be provided to non-sanctioned teaching and non-teaching staff.



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



Signature of Chairperson, IQAC

**Principal
Dr. B.K.B. College
Puranigudam
Nagaon (Assam)**

Annexure – iv(b)

The Minutes of IQAC Meetings and Action Taken Report


The Minutes of IQAC Meeting held on 04/09/2017:

1. IQAC resolves that the closing ceremony of Golden Jubilee Celebration Year to be held from October 25 to October 27, 2017 should be marked with publication of at least five books on Research works, Rural Sociology, History, Library Management and Souvenir.
2. It is also decided that Seminar, Popular Talk, Book Fair, Exhibition, Cultural Procession etc. should be organised in the closing ceremony of Golden Jubilee Celebration.
3. It is also decided that the college song and Golden Jubilee song should be recorded.

4. IQAC proposes the name of Mr.Murulidhar Das, a dedicated folklorist, to be awarded with the prestigious Dr. B.K.B. College Memorial Award.
5. It is also resolved that a Workshop on Arc GIS Software is to be organised Geography Department with support from IQAC.
6. It is also resolved that RUSA should be in touch with IQAC while renovation or procurement.

Action Taken Report: The Minutes stated above are discussed with different cells concerned and finally the following actions are taken-

1. Golden Jubilee Celebration Year decides to organise the closing ceremony from October 25 to October 27, 2017. Six books to be edited by K C Saikia, BishalSaikia, SomNath Bora will edit the books on Research, Rural Sociology and Souvenir. Three books will be published from Library, Department of History and Exhibition Cell. It is also decided to organise Cultural Procession, Cultural Nights, Popular Talk, Competition, Felicitation Programme, Book Fair and Exhibition etc. with different cells constituted for the same.
2. The college song and Golden Jubilee song are recorded in studio with students of the institution.
3. Mr.Murulidhar Das, a dedicated folklorist, is awarded with the prestigious Dr. B.K.B. College Memorial Award-2017.
4. A Workshop on Arc GIS Software is organised by Geography Department with support from IQAC on October 31, 2017.



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



Signature of Chairperson, IQAC

Annexure – iv(c)

The Minutes of IQAC Meetings and Action Taken Report

The Minutes of IQAC Meeting held on 17/01/2018:

1. It is resolved that all HODs are to be instructed to maintain Academic Diary and to submit assignment to the teachers provided and Teaching Plan prepared by teachers of the papers/topics assigned to them to the office of the IQAC before 1st February, 2018.
2. It is resolved that the UGC sponsored National Seminar on the topic 'Regional Development and Planning in North East Region of India', is to be organized by Department of Economics in collaboration with IQAC.

3. AQAR of the Academic Year 2017-18 will be submitted before in the early part of December, 2018.
4. Feedback from Students, Alumni and Parents are received, analyzed and the report is submitted to higher authority for follow up action.
5. It is also decided to continue Knowledge Exchange Programme with the prime feeding centres like RKBHS School, Barhampur HS School, Chapanalla HS School etc.
6. IQAC resolves to initiate Faculty Exchange Programme and requests the authority to initiate the programme with the neighbouring colleges.

Action Taken Report: The Principal of Dr. B.K.B. College after discussing the Minutes of the IQAC meeting held on with the Statutory Body and others concerned finally takes the following actions -

1. All HODs are instructed to maintain Academic Diary and to submit Assignment and Teaching Plan to the office of the IQAC before 1stFebruary, 2018.
2. UGC sponsored National Seminar on the topic ‘Regional Development and Planning in North East Region of India’, is to be organized by Department of Economics in collaboration with IQAC on February 23, 2018.
3. Under Knowledge Exchange Programme three faculties take classes at RKBHS School, Barhampur HS School, and Navarup Jatiya Vidyalay and Faculty Exchange Programme is initiated.
4. AQAR of the Academic Year 2017-18 submitted by IQAC is placed before Governing Body and submitted to NAAC on December 31, 2018.
5. The report prepared by IQAC analyzing Feedback received from Students, Alumni and Parents is received and follow up action are taken.



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



Signature of Chairperson, IQAC

Annexure viii

Best Practice

Annual Report for the session 2017-18

Dr. B K B College, Puranigudam

Title Of the best practice: **Dr. B K Barua Memorial Lecture**

The Birinchi Kumar Barua College can claim the major share of introducing academic investigation and research oriented activities on his overall contribution to Assamese literature, culture, society and history. Besides celebrating the birth centenary in 2009 with some noteworthy academic works, the college also instituted B K Barua memorial biennial

lecture in 2006 and the department of Assamese has so far conducted five lectures on different aspects of Assamese life and society, B K Barua's literary cultural and historical issues.

Context:

Though not the only forte the memorial lectures instituted in an academic institution sometimes become the benchmark to judge its quality. After a series of such lectures already delivered by an academician/ scholar/historian/literary critic establishes the fact that this has been a healthy practice within the college premises well tuned with the goals of higher education. Such a practice brings the institution closer to the intellectual society of the country. Our students and other stakeholders too have been familiar with the critical perspective created out of the practice. Every institution seeks to promote through its scholastic activities certain values, a genuine concern for its language, literature, culture and identity. This is the prime rationale behind instituting this series of lectures.

Practice:

The B K Barua memorial lecture has been organized since 2006 by the department of Assamese in one year alternated by the other conducted by IQAC associating with a department depending on the nature of the lecture theme. The last one was organized as a literary forum in association with the department of English and Assamese, collaborated by Sahitya Academy, New Delhi attended by professors from Gauhati University and Dibrugarh University, research scholars from Guwahati and Nagaon on 9/6/2017. The leading speakers were Dr.NagenSaikia, Dr.LakshinathTamuly, Dr.Paramesh Dutta, Dr. Madan Sarma, Dr. Sunil Kuar Dutta, Dr, UpenRabhaHakasam, Malaya Goswami and others.

Evidence of Success and Resources required:

These lectures being related to literature, culture, historical investigations have been a source of resource material and the students practically learn a good deal of things on oratory, argumentative articulation and find a scope for interaction. Some of the lectures are published in the college magazine and thereby become accessible to all. The lecture program annually involves an approximate amount of Rs. 20 thousand. So far this has been manageable

Best Practice 2

Title of the Best practice: Publication of books

Context

Publication of books and journals is always rated high in the scale of academic performance of an institution of higher education. Preparing for a book is an organized attempt at intellectual deliberation aimed at promotion of human knowledge. Sometimes it stores up the outcome of a well planned workshop or seminar. Besides the college magazine which is published in every year, Dr.Birinchi Kumar Barua College has published fourteen books till date excluding those by the faculty and some of them are well received in the public. The

publications together strengthen the academic environment and identity of the college and for the interested students and parents the books could be a source of knowledge and information. The first serious work was an edited book on the life and works of Dr. Birinchi Kumar Barua edited by prof. Somnath Bora on the occasion of the celebration of the birth centenary of Dr. Barua. This book has already been widely received by the public and the third reprint was recently brought out. Considering such impact factors in retrospect publication of books can be viewed as a best practice.

Practice:

In the current session the practice has got a dimension. On the grand occasion of the Golden Jubilee the publication unit had published four edited books and one research based book authored by Dr. Kamal Ch. Saikia, a senior faculty of the English department. The edited books are

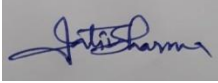
- a. **Glimpses of Research**, edited by Dr. Kamal Chandra Saikia.
- b. **Rural Sociology: Issues and Perspectives**, edited by Mr. Bishal Saikia and Dr. Kamal Chandra Saikia.
- c. **Journal of Historical Research**, edited by Dr. Asaduzzaman.
- d. **Modern Trends and Services of Libraries in Digital Era**, edited by Miss Juli Thakuria.
- e. **'Sonali Sophura'**, Souvenir of Celebration of Golden Jubilee Year, edited by Somnath Bora.
- f. **Pradarshanir Abhashmulok Patrika** edited by Mr. Chittaranjan Bora.

All the books were released in an open session attended by Prof. Gayatri Bhattacharya, former professor of English, Gauhati University, Mr. Ajit Kumar Bhuyan and many other dignitaries.

Evidence of Success and Resources required:

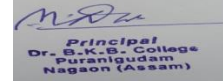
Publication of books synchronizing a grand moment of Golden Jubilee celebration is itself a record. The first two books in the previous column have got a new importance for the upcoming researchers and the students of sociology of our college. The third one is the outcome of a workshop on the application of library software. Besides the research based book of Dr. Saikia is the only book on the subject which as reviewed by Dr. Hiren Gohain will be helpful to teachers and students alike.

The cost of the first two books amounting to about 50 thousand was paid from Jubilee fund while the third was from UGC grant. The cost of the other two was borne by the publisher.



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



**Principal
Dr. B.K.B. College
Puranigudam
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Signature of Chairperson, IQAC