YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1. Name of the Institution   B N College

- Name of the Head of the institution   Dr. Dhruba Chakrabortty

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   03662295026

- Mobile no   9435128800

- Registered e-mail   bncollege46@gmail.com

- Alternate e-mail   chakraborttydhruba@gmail.com

- Address   Ward no-15, College Road, P.O. Bidyapara Dhubri, Dist- Dhubri Assam

- City/Town   Dhubri

- State/UT   Assam

- Pin Code   783324

2. Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Co-education

- Location   Semi-Urban

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

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

- Name of the IQAC Coordinator **Dr. Susmita Sen Gupta**

- Phone No.

- Alternate phone No.

- Mobile **9435561231**

- IQAC e-mail address **bnciqac46@gmail.com**

- Alternate Email address **susmita2101@yahoo.co.in**

3.Website address (Web link of the AQAR (Previous Academic Year) https://www.bncollege.co.in/pdf/AQAR/2021-22/AQAR_2021_2022.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: https://www.bncollege.co.in/pdf/calender/Academic-Calender-2022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**72**	**2004**	**04/11/2004**	**03/11/2009**
Cycle 2	**B**	**2.82**	**2011**	**27/03/2011**	**26/03/2016**
Cycle 3	**B+**	**2.62**	**2016**	**05/11/2016**	**04/11/2021**
Cycle 4	**A+**	**3.42**	**2023**	**07/02/2023**	**06/02/2028**

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

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
B N College, Dhubri	Infrastructure Grants to Colleges (RUSA-2.0)	RUSA	2023	50,00,000
B N College, Dhubri	Maintenance of LDS management system	ISRO	2022	1,00,000
B N College, Dhubri	Salary grant	Govt. of Assam	2022,2023	12,76,25,676

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

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   **5**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **No**

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

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

- If yes, mention the amount

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

• **Introduction of Bridge Course from the academic session: 2023-2024. • Formation of Disaster Management Cell in the college. • Introduction of Best Faculty award for library use. • Establish MoU with GOs and NGOs, namely, Skillfinity, Central Sanskrit University-New Delhi, Prakriti-Wildlife Protection Society, Bodoland**

University, State Innovation & Transformation Aayog, etc. to undertake various collaborative activities • Publication of the annual IQAC News-letter, QUEST and 'SPECTRUM' – a compilation of the research papers of the faculty members published in different journals and edited books during the last year of the college.

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

Plan of Action	Achievements/Outcomes
1.Starting of more Enrichment courses.	Altogether 46 Add-on courses are offering
2.Establishment of more MOU with GOs and NGOs.	7 no. of MoU with various GOs and NGOs have established
3.The continuation of the Diagnostic test for the next academic session and maintenance of student progression through a Track Sheet along with the remedial measures to be taken against each student.	Diagnostic test for 2022-2023 was organised, track record are maintained
4.Organising Hands on training programme for the science students.	5 hands on training programme were organised
5.Organising popular talk/scientific lecture/motivational talk for the students.	2 popular talks were organised
6.Continuation of the compilation of published papers of faculty members	Compiled and Published
7. Extension work in neighbouring schools and villages.	Undertook extension works by various units of the college
8.Procurement of more laboratory consumables/equipments.	Procured
9.Procurement of more books, journals and e-resources.	Procured
10.Organising classes on ICT, soft skill development, training	Organised

for competitive examination, research methodology etc.	
11.Industrial/Institutional/Field visit by the students.	Organised Institutional visit at Bodoland University, Kokrajhar
12.Organising few in-house programmes for faculty members and support staff.	Organised
13.Organising activities on environmental consciousness.	Organised
14.Celebration of few important commemorative days for promotion of universal Values and Ethics.	Organised and celebrated

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, B.N. College, Dhubri	20/11/2023

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
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• Designation	Principal
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• Alternate phone No.	
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• Alternate Email address	**susmita2101@yahoo.co.in**
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- Name of the statutory body

Name	Date of meeting(s)
Governing Body, B.N. College, Dhubri	20/11/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	13/01/2023

15.Multidisciplinary / interdisciplinary

B. N. College is an affiliated college under Gauhati University that strictly follows courses prescribed by affiliating university. Considering the immense significance of multidisciplinary study, college has adopted some measures in

order to acquaint students with diverse aspects of knowledge. At academic level, collaboration have been established with various educational and research institutions at state/national level. Collaboration has also been established with government offices, NGOs, literary organisations to undertake different activities. To engage in multidisciplinary research culture and scientific innovations, Add-on courses on Electronics, Nano Science and Nano Materials, Study of Medicinal Plants, Data Analysis using SPSS, Web Designing, etc. have been started. Add-on courses introduced in Functional Hindi, Creative Writing in Assamese and English, Communication and Teaching in English to improve of language/literature and teaching pedagogy.

16.Academic bank of credits (ABC):

Being an affiliating college, college adheres to the norms and guidelines prescribed by affiliating university which also issues course completion certificates to the students.

17.Skill development:

All students have to choose one skill development paper to appear in examination under prescribed courses. College has introduced BVOC course in Information and Technology under Gauhati University. With an aim to generate employment at local level, college has introduced skill based Add-on courses in Bee Keeping and Management, Mushroom Cultivation, Fish and Fishery, Troubleshooting and Repairing of Cell Phones, etc. College also arranges Spoken Tutorial class in collaboration with IIT, Mumbai.

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

Gauhati University has incorporated some aspects of the Indian knowledge system in its revised syllabus. In addition, college has introduced various add-on courses, namely, Anchoring in Sanskrit, Nationalism reflected in Vedic Literature, Vedic Mathematics, etc. Establishment of Vivekananda Study Centre with an aim to spread Swamiji's ideas and thought is a significant intervention in this direction. Degree courses are offered both in Assamese and English language. Besides, B.A. course is also offered in Sanskrit, Bengali, and Hindi. College conducts cultural programmes regularly reflecting cultural heritage/mosaic from time to time. Apart from that, non-formal Sanskrit course under Central Sanskrit University, New Delhi has been continued since 2016-2017.

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

College encourages student-centric learning method in teaching-learning process. In the beginning of academic session, orientation classes on Programme Outcome (PO), Course Outcome (CO), Programme Specific Outcome (PSO) have been conducted under the supervision of IQAC. Emphasis is given on experiential learning methods like field study, industry visit, visit to higher educational institutions, etc. With regard to participative learning, college gives importance on hands-on training, role play, peer class, book review, seminar, debate, quiz, students' club activities, science model and poster making competitions. Group discussion, project work are also referred as problem solving activity performed by the students.

20.Distance education/online education:

College provides blended mode of teaching-learning system accessible to all students. College has introduced B N College Learning Management System to facilitate round the clock teaching-learning process which facilitates easy access to learning materials in the form of soft copy or video class uploaded by teachers. College always encourages students to pursue various courses under SAWYAM. Few students have successfully completed courses under SAWYAM and the enrollment number has been increasing gradually.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**651**

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

2.Student

2.1 Number of students during the year	**2893**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**621**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**770**

File Description	Documents
Data Template	View File

3.Academic

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

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**68**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**43**

4.2 Total expenditure excluding salary during the year (INR in lakhs)	**437.61**

4.3 Total number of computers on campus for academic purposes	**117**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

On the basis of syllabus prescribed by Gauhati University, Curriculum delivery is imparted in many ways by which students are able to achieve their learning goals.

1. Meeting of Staff /Academic council are convened to discuss academic matters regularly.
2. Academic Calendar contains important dates of academic process/co-curricular and other activities.
3. Departments prepare Departmental Plans prior to the beginning of every semester.
4. General Routine is prepared and is disseminated to departments. HODs are entrusted to distribute the syllabus, assign workload to teachers as per classes/ papers/courses.
5. IQAC collects Teaching Plans/Lesson plans from faculty members at the beginning of every semester. Teachers submit Monthly Progress Report for each month.
6. Each teacher is provided with Teacher's Diary.
7. HODs are to furnish HOD's diary on daily basis.
8. Different teaching strategies are adopted.
9. Technology like computer and internet facility, E-resources are made available.
10. B N College Online Learning Portal are used regularly.
11. Remedial teaching is arranged for slow learners, additional activities/materials are provided for advanced learners.
12. College provides Add-on Courses and organizes seminars/webinar/conferences.
13. Internal and end-semester examinations are carried out to evaluate the students.
14. Feedback on curriculum from stakeholders are collected, analyse and report is submitted to the Governing body for further action.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_I_Doc/1.1.1.pdf

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

For transparent functioning in day-to-day level, college has its own Academic calendar for each Academic Session (June to July) in accordance with the academic calendar of affiliating university.

• Academic Calendar is available in college website and is a source of information and planner for all stakeholders of the institute. Besides, adequate number of Academic Calendars are printed and distributed to all faculty and students.

• On the basis of Academic Calendar, faculty members prepare their teaching plans and Lesson plans (semester wise).

• Each faculty member has the liberty to schedule their own internal subject's concurrent evaluation.

• Each department prepare their own plan for organising various curricular based activities and to submit the plan to IQAC before the commencement of semester class.

• Academic Calendar provides all information regarding the total teaching days in a month, schedules of academic activities including admission, dates of commencement of and end of the semester.

• Examination committee follows the dates of academic calendar for conduction of diagnostic test, midterm test, internal assessment and end semester examination.

• It encompasses all co-curricular/extracurricular activities/annual college week/ publication of college magazine/club activities, etc.

• Local and National holidays with purposes, celebration of important/commemorative days, Freshmen Social are also mentioned.

- **Academic calendar includes the starting and end days of summer and winter vacation.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_I_Doc/1.1.2.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

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

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

23

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

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

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

46

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

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

1339

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

1.3 - Curriculum Enrichment

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

B N College carefully follows the syllabus prescribed by Gauhati University. There are About 85 courses that integrate cross-cutting issues into the curriculum.

Besides these prescribed courses of affiliating university, college has introduced Add on courses, namely, Human Rights, Value

Education, Environmental Ethics as reflected in Mahabharata, Moral Psychology, Women in Leadership etc to assist the students to integrate these issues in the curriculum.

The college also conduct various activities/programs relevant to these cross-cutting issues.

Environment and Sustainability:

• Promoting environmental awareness through tree plantation, plastic-free drives etc,

• Establishment of Photography Club encouraged the students to become close with nature and environment.

• Celebration of important commemorative days, like, World Environment Day, Ozone Day etc with various students' activities.

• Participation of students in campus cleaning programme and Swachh Bharat Abhiyan.

Gender sensitivity:

• Organising events and competition, like poster making, art, debate, drama on issues related to gender sensitivity to aware the students.

• Organising expert lecture programme on laws of sexual harassment, health and hygine.

Human values and Professional Ethics:

• Celebration of Martyrs day, National Youth Day, etc nurture the values like national integration, patriotism, peace, brotherhood, etc.

• Active participation of students in activities like blood donation camps inculcates the values in them.

File Description	Documents
Any additional information	[View File]( )
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File]( )

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

19

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

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

480

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

B. Any 3 of the above

**from the following stakeholders Students
Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_I_Doc/1.4.1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_I_Doc/1.4.1.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1136

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

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

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

303

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

2.2 - Catering to Student Diversity

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

College conducts Diagnostic Test for newly admitted students just after one month of commencement of class to identify slow and advanced learners through the marks obtained in this test. In the successive years, mid-term tests are conducted and a Track Record is maintained for each student to know their progress upto the final year under the monitoring of IQAC.

Initiatives for slow learners:

• Remedial teaching.

• Regular mentoring/counselling to address various issues that they encounter.

• Availability of Question Banks.

• Extra reading material and extra practice assignments.

Initiatives for advanced learners:

• Arranging coaching classes for various competitive examinations

• They are encouraged to enrol in Spoken Tutorial Courses offered by IIT-Mumbai, etc

• They are allowed to borrow additional books from library.

• College felicitates rank holders in university examination, topper in the college and Best Reader which motivates students for their future endeavour.

In addition, various students clubs are taking care of both slow

and advanced learners by giving them proper training in various fields. The hand-on trainings are organised for science students, where special care are taken for slow learners.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion II Doc/2.2.1.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2893	62

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Experiential learning:

• Field trips for students at botanical, zoological, historical and environmentally important places.

• Students from science departments visit industries and research laboratories to bridge gap between text book knowledge and hands-on-experience.

• Classes/lectures by eminent academicians/scientists provides added credibility to content of the syllabus.

Participative Learning:

• Some science departments organise hands-on training on various topics.

• Some departments use role play/dramatization technique, that allows students to explore realistic situations by interacting

with other people.

- Some departments engage students for book/literature review.

- Writing for departmental wall-magazines and college magazine help students to develop their creativity.

- Organising student's seminar improves communication skills, gaining expert knowledge, networking with others and renewing motivation and confidence.

- Organising Peer Class (where a student takes class to his peers) helps them to motivate and to improve their communication skill along with authority of the topic.

- Participation in various activities in Students' Clubs nurture the creativity of the students.

- Participation in science model/poster competition fosters the scientific attitude in the students.

Problem solving:

- Most of the students are assigned project work as part of their curriculum under a teacher-supervisor.

- Organising Group discussion to promote communication ability, generate ideas, interpersonal skills.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_II_Doc/2.3.1.pdf

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

The faculty members of the college are using various technology-based teaching and learning tools.

- Most of the teachers deliver their lecture in the class through power point presentation.

- B N College Learning Management System (LMS) is used by the teachers to upload video classes and learning materials.

- Both teachers and students can access e-books and e-journals through N-list (INFLIBNET) and DELNET.

- The digital wing of the central library is linked with various other higher educational institutions, where both teachers and student have their access.

- The language lab helps the students to access audio materials for English language training.

- The teacher also uses BN College youtube (https://www.youtube.com/channel/UCG3QRBjUStXAFKukQZq_IAA/videos) for uploading video class.

- Teachers often consult the free study materials available in ePathshala under NME-ICT. MoE, GOI.

- Another learning resource used is SWAYAM: Study Webs of Active – Learning for Young Aspiring Minds. It's an online learning programme offered by the Ministry of Human Development, Government of India. Teachers encourage the advanced learner to enrol in various courses under SWAYAM.

- Regular and optimal usage of Computer laboratories ensure practical education in the knowledge transfer process.

- College offers a few Add on courses on ICT, namely, Computer Application, Electronics, Web Designing, Basic of Python Programming.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

62

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

2.4 - Teacher Profile and Quality

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

62

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

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

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

34

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

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

2.4.3.1 - Total experience of full-time teachers

886

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

For transparency:

• Tentative date of internal examination is published in Academic calendar.

• Examination committee prepares examination schedule and is communicated to students.

• The internal evaluation is undertaken as per the university rules.

• Teachers of concerned subjects submit a set of question papers to Head of the Department, who is entrusted to compile and to prepare the final question paper.

• Attendance records of students are strictly checked.

• Mobile phone in the examination hall is strictly prohibited.

• Opportunity is given to the students to reappear in internal tests, if they fail to appear due to their engagements in extra-curricular activities or personal valid reasons.

• After evaluation, answer sheets are shown to students for their information which provides transparency and accountability in the evaluation process.

• Marks are displayed on the notice board and E notice board of each department.

- **Students are given timely opportunities to discuss any concerns/grievances about assessment outcomes.**

For robustness in frequency and variety:

- **Internal examinations are compulsory for all students. Departments/teachers also conduct class tests.**

- **Departments conduct diagnostic test and mid-term test.**

- **Evaluations are done during field visit, industrial visit, institutional visit, survey works, and extension activities.**

- **Home assignment and students' seminar are usual practice to assess the students.**

File Description	Documents
Any additional information	[View File]()
Link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion II Doc/2.5.1.pdf

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

Grievances related to University examination:

- **Grievances raised by the students are redressed as early as possible within the stipulated period.**

- **For grievance regarding marks of a paper/course, college collects complaint from student in prescribed form and forwards to University. As per norms of Gauhati University, if the students are not satisfied with their obtained marks in end semester theory examination results, they may apply for re-scrutiny, photocopy and re-evaluation of their answer script(s) by depositing prescribed fees.**

- **For errors with respect to students' attendance in the examination, college sends duly certified attendance sheet to University for correcting discrepancies.**

- **Grievances related to the problem in marksheets regarding name/course name/ programme name are resolved by the Principal by**

communicating with Gauhati University.

Grievances related to Internal examination:

• Internal Examination answer scripts are shown to the students after the assessment for further clarification.

• Students can apply to Grievence Redressal Committee. The committee may contact the respective head of the department to resolve the issue.

• Answer scripts of unit test/class test are given back to the students and any grievance pointed out by students is looked into at the department level.

• Students can put examination related queries through suggestion box.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_II_Doc/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

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

College has stated Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for all academic programmes. POs and PSOs are planned to ensure complete and comprehensive learning about the program and courses as these are key features for successful career of students in future. Whereas COs are designed by identifying which courses, portions of courses, or series of courses fulfil each PO, are based on principles of Blooms taxonomy. IQAC designed the PO of each programme, in with Vision and Mission of the Institution, following the guidelines of NAAC. Departments prepared draft version of COs and were finally approved by IQAC.

POs and COs are displayed for all stakeholders at Institute's website, college prospectus, through orientation class

College conducts orientation programmes for newly admitted students, where, the Principal make students aware with POs along with their goals and objectives, code of conduct, classroom attendance, examination and evaluation system and the amenities available in the college. All the faculty members discuss the CO with students at the beginning of each semester. Students thus get a better understanding of the scope and possibilities of the programme, and approach it with a clear objective for higher studies and research.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion II Doc/2.6.1.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

College has different types of methods and mechanisms of assessment for the attainment of programme and course outcomes. The results of the assessment and evaluation of outcomes are discussed/analyzed in detail by IQAC and proper measures are taken to improve teaching-learning process and thereby to achieve the outcome to the desired level.

• College has framed its Policy Guidelines for Assessment of Programme Learning Outcomes.

• Results of university examinations at the end of each semester are systematically analyzed by the departments concerned and other academic council in an attempt to comprehend the status of achievement of the learning outcomes.

• Students' performance in class tests, seminars, group discussion, debate, etc is also used as a measure to assess the attainment of their learning levels.

• Details of students' progression to higher studies in the institutions of national repute are tracked and are used as a motivating tool for the enhancement of the programme outcome.

• Performance of students in various students' clubs, namely,

literary, drama, dance, art and drawing, debate, electronic and photography act as a pointer for learning outcomes.

• College collects feedback from stakeholders on curriculum, is used as a tool to improve the limitation in the attainment of the learning outcomes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion II Doc/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

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

597

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://bncollege.co.in/pdf/IQAC/Annual_Reports/2022-2023.pdf

2.7 - Student Satisfaction Survey

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

https://bncollege.co.in/pdf/AQAR/2022-23/Criterion I Doc/1.4.1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

3.1.1.1 - Total Grants from Government and non-governmental agencies for research

projects / endowments in the institution during the year (INR in Lakhs)

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

6

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

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

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

0

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

3.2 - Innovation Ecosystem

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

transfer of knowledge

B N College Innovation Council

B N College Innovation Council is a registered unit under MHRD, which encourages, inspires and nurtures young students by supporting them to work with new ideas. College has framed its Innovation and Start Up Policy. Various programmes on Start-up, IPR, entrepreneurship development, industry visit, etc are organised to inculcate entrepreneurship culture among students.

Research and Development Cell

College has established Research and Development Cell with the aim to inculcate research culture among students and teachers. The cell organises workshops, seminars/webinars, lecture and monthly Faculty Seminar. Cell framed Code of Ethics to check malpractices and plagiarism in Research for college.

Career Counselling and Placement Cell

Career Counselling and Placement Cell organises various training programme/activities, lectures on Softskill, entrepreneurship development, Public speaking skill, coaching in competitive examinations, etc.

Skill Based Add on Courses

College has introduced various skill-based Add-on courses like Mushroom Cultivation, Electronics, Web designing, Anchoring in Sanskrit, Beekeeping, Fish and fishery, etc to provide them with a first-hand experience in those areas.

Students clubs

Establishment of various Students clubs facilitates students to develop their interests/hobbies in enjoyable manner.

Vivekananda Study Centre

Centre organises invited lectures, students' speech programme etc to reinvigorate Vivekananda's ideas/philosophy among students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.bncollege.co.in/iic.php

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

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

11

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

3.3 - Research Publications and Awards

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

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

6

File Description	Documents
URL to the research page on HEI website	https://www.bncollege.co.in/research_publication_cell.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

23

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

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

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

17

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

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

During the academic session 2022-2023, various extension activities were undertaken by NSS, NCC, and departments create awareness among the neighbourhood communities and to sensitize the students. Few of these are,

• On 07/10/2022, an activity entitled 'Plogging Challenge: A Cleaning Programme' was organised by NCC unit, where 30 volunteer collected traces from puja mandaps in and around Dhubri town just after the completion of Durga Puja.

• On 20/12/2023, NSS cadets along with other students took part in the Campaign Programme on G-20 and Y-20 Summit in various Senior Secondary Schools in Dhubri. The students of the schools were aware of the objectives and significance of the summit.

• On 17th and 18th March 2023, a Workshop on 'Art' was organised in the adopted village. 32 cadets/students actively participated. The hands-on training on art was organised among the students of the village.

• **An Awareness cum Campaign Programme on Evil Effect of Child Marriage was organised in the adopted village on 21/03/2023.**

• **Extension activity on 'Awareness on Environmental Ethics' at Sankardev Sishu Niketan on 19/05/2023 by the department of Philosophy**

• **Quiz Competition on 'Teaching of English at the Secondary Level' was organised by the Department of English on 01/04/2023 at Dhubri Girls' Junior College**

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

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

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

0

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

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

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

11

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

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

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

735

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	[View File](#)

3.5 - Collaboration

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

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

21

File Description	Documents
e-copies of related Document	[View File](#)
Any additional information	[View File](#)
Details of Collaborative activities with institutions/industries for research, Faculty	[View File](#)

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

houses etc. during the year

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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Good infrastructure with a barrier-free and eco-friendly environment enhances the quality of teaching-learning process. College has a campus area of 64447.83 sqm. and built-up area of 35503.02 sqm. College has infrastructural facilities.

• Classroom: At present 43 no of classrooms in the college, out of which 31 classrooms are provided with ICT facilities. The classrooms are of different dimensions adequate to accommodate sanctioned strengths of different courses.

• Laboratories: College has 15 well-equipped laboratories under various departments, and five computer laboratories for Mathematics, Physics, BVOC (IT), Computer science/BCA departments with LAN and internet facilities.

• Computing Equipments: There are total 144 computers, out of which 117 are for use of students. One 'E language cum multimedia lab' is also established.

• One ICT-enabled seminar hall, one conference room and one Video conference room to provide exposure to the students with the class/lecture given by eminent personalities from national/international institutions.

Additional physical facilities:

- **Wi-Fi enabled campus**

- **Installation of 70 CCTV cameras in the campus**

- **Software with integrated applications for e-governance**

- **Ramps, Divyangjan friendly washroom, reading corner**

- **Solar photovoltaic panel of 30 KW**

- **Biometric system for staff attendance**

- **Well-furnished library**

- **Primary Health Unit**

- **Canteen**

- **Green House and a Rashi Vatika**

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_IV_Doc/4.1.1.pdf

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

To promote cultural and sports activities, college has a Cultural and Sports Committee to felicitate various activities. Keeping that in mind, the following facilities are made available to the students,

Sports, games and Gymnasium:

Indoor facilities

- **Multipurpose indoor stadium with Badminton court**

- **Facilities for carom and table tennis**

- Boys' Gymnasium with instructors

- Fitness corner at Girls' Common room

Oudoor facilities:

- Volleyball

- Football

- Basket Ball

- Kabaddi

- Playground for Athletics

- Cricket (through B N College Cricket coaching center)

- Kerate

Cultural Facilities:

College has a rich tradition of cultural activities in drama, dance, music, literary events and fine arts. The college provides necessary facilities for its budding artists.

- The auditorium hall is available for cultural activities.

- The seminar hall is used for cultural programmes as and when required.

- Sports and Cultural committee organizes different cultural activities.

- Various musical instruments with music system are maintained by the Sports and Cultural Committee.

- College introduced various students clubs to inculcate the artistic talents and potential inherent in students.

- Students participate in different cultural activities at college and university level.

- To inculcate the cultural and traditional values amongst the

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students the events such as the celebration of commemorative days, annual college week, Youth festival are organized.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_IV_Doc/4.1.2.pdf

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

34

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_IV_Doc/4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

437.61

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

4.2 - Library as a Learning Resource

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

The central library of the college is equipped with the following ICT facilities,

- Name of ILMS software: SOUL (Software for University Libraries)

- Version: 3.0

- Updated: 2021

- Year of Automation: 2009

ILMS have modules namely, shelf management, library stock verification, library membership, membership login, etc. OPAC facility is available in the ILMS for status of a book such as available/issue, shelf number, accession number, bibliographic information of book, etc.

Digital wing:

A separate Digital section is available for accessing digital resources/institutional repository through DSpace. Access to online resources are available in the library.

WEB OPAC:

One can search books, thesis and periodicals by keyword of title, author, ISBN/ISSN No., publisher, Subject and Accession number etc. at anywhere of the world through internet connection and get information about searched collection.

Library Webpage:

Library webpage provides all information of the library which provides latest updates and display remote access facility of some database subscribe by the library.

Computer Facility:

10 computers with internet and Power backup facilities are available for students. The details of computers are as follow,

Particulars of work Number of computers

Kisok OPAC 01

Circulation of book 01

Library administrative works 05

Attendance 01

Special section for visually impaired students 02

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion IV Doc/4.2.1.pdf

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

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

47.12

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

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

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

47

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

IT infrastructure is spread over all departments, library, IQAC room as well as administrative sections of the college. These facilities are continuously upgraded to meet the demands generated due to introduction of new curriculum, library, office management software, and others. The college has updated its IT facilities by increasing the number of computers, printers, UPS, scanners, LCD projectors, Xerox machines, online admission process, dynamic website, addition of bandwidth, and various software.

B N College online learning portal is an initiative where teachers can take classes even on holiday or vacation from home. DELNET, INFLIBNET, CD's, Video lectures, are made available to the learners to enhance learning capabilities.

Office automation exists since the year 2010. The central library of the college uses 'SOUL' software which provides a highly versatile and user-friendly OPAC for simple and advanced search. The college website is regularly maintained by professional farm. In addition, biometric attendance system for employees and CCTV surveillance system are in place.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_IV_Doc/4.3.1.pdf

4.3.2 - Number of Computers

117

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

102.92

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

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

Policy for Use of Facilities provides a framework for optimal use of physical assets:

• **Classroom and Laboratory scheduling enables students to attend classes and are used efficiently.**

• **Administrative office spaces are assigned to one or more individuals.**

• **Central Library space is classified into: reading room/stack/digital-wing/ reference-section and book-bank section.**

• **Sports and Culture related facilities are mainly used for training/competition/ recreation of students/faculty and staff.**

• **There are two separate common rooms for boys and girls to spend their leisure hours.**

• **Two separate hostels, each for boys and girls are there, with intake capacity 40 and 105 respectively.**

• **The health centre provides primary health services.**

• **College owned computer related equipments in offices/departments/library/computer-laboratories and IQAC rooms.**

• **Fire Extinguishers are in place and refilled regularly.**

Policy for Maintenance of Facilities:

• **College maintains a 'maintenance register' to register complaints regarding repairing/ maintenance of various facilities**

by the staff, attended by principal and disseminated accordingly.

• Renovation/alteration/upgrading of existing academic/support buildings is decided by Principal in consultation with concerned head/in charge and is placed to Governing Body for approval.

• Sweepers are in place to maintain the cleanliness on daily basis.

• College canteen is monitored by Canteen Management Committee.

• Three security guards are appointed for 24 hours.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_IV_Doc/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1128

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

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

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

15

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_V_Doc/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

246

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

246

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

8

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

166

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

4

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

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

The B. N. College Students' Union (BNCSU) is a representative body of student community that allows students to participate in various activities. The union consists of 12 members representing different portfolios elected by the regular students. In each academic session, the college undertakes necessary arrangements mandated by the Lyngdoh Committee of University Grants Commission (UGC) to conduct students' election.

The BNCSU is entrusted to organise Annual College Week supervised by the faculty members. They are entrusted to organise the Freshers' Social to welcome the newcomers. Student body also takes part in the Youth Festivals organised in the affiliating university from time to time. The annual college magazine – Prantajyoti, which contains articles, poems, short stories of the students and the faculty members is published under the Magazine secretary of BNCSU. BNCSU actively participates in the celebration of various commemorative days.

Some of the nominated students are appointed as members of various Committees/Cells, namely IQAC, Anti-Ragging, Anti-Sexual Harassment, Grievances Redressal Committee, RUSA Projecting

Monitoring Unit, College Hostel Committee etc. Among the students, Class Representatives are nominated in each semester. One student member is nominated as the Student In-charge to look after the activities of various Students' Club.

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

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

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

62

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

5.4 - Alumni Engagement

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

College feels pride in its alumni who are very important stakeholders in the process of development of the college. Conscious efforts are made to strengthen the relationship between the institution and alumni. One of the main purposes of Alumni Association is to support a network of former graduates who will in turn help to raise the profile of the college.

Alumni Association of the college is a registered body under Societies Registration Act XXI of 1860 (registration no: RS/DBR/250/V/20 of 2021-2022). The alumni Association has been in

existence since 2015. For membership registration in Alumni Association, a alumni, a link is provided on the college website. The activities of the association are governed by an Executive Body.

The Association is an intense source for enrichment of students' network and authentically conveys the values and principles of college. Alumni are engaged in curriculum enrichment by providing their valuable feedback. Alumni who have distinguished themselves in various walks of life are invited as resource persons/guest speakers/judges for various college events. They provide financial contribution for academic upliftment of students. Some of the alumni have been appointed as member of the college management as they are familiar with the ethos of the institution.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_V_Doc/5.4.1.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

College is governed by Governing Body (GB), the apex body of college. The plans and policies are framed by GB by involving various stake holders and are in line with vision and mission of the college. GB, IQAC and faculty members play a pivotal role in designing and implementing quality policies in teaching-learning/research/governance/extension activities.

Vision of the college:

- is to provide quality higher education with an attempt to

inspire, prepare, and empower students of its catchment area to succeed in a changing world.

Mission of the college:

B N College strives to achieve its vision by

• Committing itself to intellectual exercises based on effective teaching, interaction programme and exchanges in order to lift the diverse communities from stagnation to development,

• Nurturing emerging disciplines and creation of new knowledge in response to a rapidly changing world,

• Inculcating deep historical knowledge of diverse cultures,

• Making effective use of emerging technological tools to create skilled manpower,

Vision and mission are reflected through the following programmes/activities:

• Various activities are conducted namely, Add-on courses, Mentoring, Personality development programmes, Coaching classes for competitive/entrance examinations, etc

• Discipline and social responsibility are inculcated through NSS/NCC and sports activities.

• College encourages teachers to take up research activities.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VI_Doc/6.1.1.pdf
Upload any additional information	View File

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

College encourages a culture of decentralization and participative management by involving stake holders in a number of administrative roles.

- **Governing Body (GB) has representative from educationist, nominee from affiliated university, guardians, teacher and support staff.**

- **GB appoints Vice-Principals and departmental Heads and provided administrative/academic autonomy.**

- **GB formed IQAC consists of principal, vice-principal, member from Governing Body/alumni/employer, few teachers, student and coordinator.**

- **All teaching/non-teaching staff are members of Staff Council which takes any common/general decision.**

- **Academic council consist of Principal, Vice-principal, Coordinator IQAC and all heads, is responsible to address the academic related issues.**

- **Committees are responsible for admission/timetable preparation/examination/purchases, etc and prepare working strategy for effective functioning.**

- **Every committee has freedom to prepare their plan and decide implementation strategies.**

Case Study: Student Satisfaction Survey

A joint meeting of Academic Council, IQAC and class Representative was held on 22/04/2022 where the class representatives were aware of about the Students Satisfaction Survey as directed by NAAC.

Class Representatives took initiative to aware their classmates and other students about the Student Satisfaction Survey of NAAC.

These resolutions were place in the meeting of IQAC and faculty members held on 09/06/2023 and resolved to undertake few awareness programme on the survey among the students.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion VI Doc/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

College prepared an Institutional Development plan for ten years from 2022-2023 to 2037-2038 for its all-round development. There are many focused areas in the plan on curriculum development/deployment, teaching-learning process, infrastructure development, governance, etc.

CASE STUDY: Digitization in Academic and Administrative Activities

• Admission is done online through B.N. College Admission Software.

• Student fee is collected through debit/credit card and records are maintained through Tally software.

• Scholarships are disbursed through DBT mode and records are maintained in respective portal.

• Accounts of college is maintained through Tally EPR 9.

• Income Tax Calculation of the employee is done with itax Software.

• Library is partially automated through SOUL software of INFLIBNET. All books are barcoded.

• Biometric Attendance is in place to monitor the attendance and working hours of staff.

• B N College Learning Management System is developed through which teachers can upload video classes and learning materials.

• Staff Management App is in place to manage leaves of all staff.

• Feedback from stakeholders are taken on-line and analysed through software.

• ICT enabled classrooms, lab, Video Conference room, Language lab are there.

• Active website with e-notice board (QR Code) facility is there.

• College has its own YouTube channel

- **The entire college campus is under CCTV surveillances.**

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion VI Doc/6.2.1.pdf
Upload any additional information	**No File Uploaded**

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

College follows policy of participatory decision making which is evident from its administrative set up, appointment procedure, service rule etc.

Policies:

To realize the vision and mission, college has framed various policies.

Administrative Setup:

- **Principal is at the apex of the administration and functions under GB.**

- **Vice-Principal, works under Principal and mainly looks after the academic activities.**

- **Head of the departments are responsible for looking after individual departments and are member of Academic Council.**

- **Faculties are responsible for dissemination of knowledge & skill to the students. They are also members of various committees.**

- **Librarian is the head of the central library and is supported by Assistant Librarian, Library Assistant and Library Bearer.**

- **IQAC is responsible for ensuring quality in all academic and administrative activities.**

- **Office of the college works under Principal with Head Assistant, Senior Assistant, Junior Assistant and Office Bearer.**

Appointment Procedure:

All appointments are made as per the rule of DHE. Advertisements are published in leading newspapers by Principal and GB is entrusted to complete the interview process, final appointment is done by DHE.

Service Rule:

College follows the service rules laid down by DHE.

Procedure for Promotion:

All promotions are made as per the rules of DHE.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VI_Doc/6.2.2.pdf
Link to Organogram of the institution webpage	https://www.bncollege.co.in/img/Organogram.jpg
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

- Pension, Gratuity, Leave Encashment Facility: All the staff working against permanent posts are eligible for these facilities from government of Assam
- Provident Fund: The facility is available for the staff joined before 01/02/2005 as per Govt. norms.
- Group Insurance Scheme: All staff working against permanent posts are insured through Group Insurance Scheme of LIC as per Govt of Assam.
- Medical Facilities: Health Centre with one para medical staff is available for staff and students.
- Leave Facility: Staff of the college are entitled for Study Leave, Duty Leave, Maternity Leave, Child Care Leave etc.
- Cognitive Support:

? College organises Seminars/Workshops/Staff Development Preprogramme for staff.

? College organises monthly Faculty Seminar to encourage teachers to present and discuss their research work among the peers.

? Teachers are encouraged to participate in Refresher Course/Orientation Course/ Short Term Course.

? Faculty members are felicitated for their publication in journals/books, etc in every College Foundation-day.

? Library Facility is provided to all staff to access online/offline study materials.

- IT Facility: All departments are provided with computers/printers/internet facility.
- • Canteen provides good quality food maintaining hygienic condition.
- • Gymnasium facilities are provided free of cost.
- • College reserves seat for admission of children of college staff in UG/PG classes.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion VI Doc/6.3.1.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops

and towards membership fee of professional bodies during the year

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

0

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

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

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

6

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

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

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

24

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

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

Institution has performance appraisal system for all staff.

For teaching staff:

1. Performance Based Appraisal System: PBAS format has been prepared by IQAC following the guidelines of UGC and Govt. of Assam. IQAC collects API-PBAS from all faculty members. The performance of faculty is assessed by Heads, Co-ordinator-IQAC and Principal. The performance appraisal consists of three parts:

Category I: Teaching, Learning and evaluation related activities

Category II: Professional Development, Participation in Co-curricular and Extra-curricular activities

Category III: Research and Academic activities

2. Annual Confidential Report: ACR for teaching staff is prepared by Principal as per the format of Govt of Assam and submitted to the Director of Higher Education as and when directed.

3. Evaluation by the Students: Feedback on performance of teachers is collected from students, evaluated and necessary measures taken for improvement.

For Non-teaching Staff:

1. Performance Appraisal of Non-teaching staff: Annual

Confidential Report is prepared by IQAC as per the format of Govt of Assam and is assessed by Principal every year.

2. Student Feedback: Student Feedback taken on College Office, Library as well as the suggestions received from the students are used to evaluate the performance of non-teaching staff of the college.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VI_Doc/6.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

There is two tier financial audit system in the college which involves-

1. Audit by Chartered Accountant

2. Audit by Government Auditor

- **Before any payment bills and vouchers are checked by the college office and certified by HOD/Teacher Representatives to Governing Body.**
- **Financial audit is a continuous process, carried out by CA. All bills, vouchers are stock registers are checked and verified by the auditors. Finally, an audit report is prepared by the CA, which is placed in the Governing Body.**
- **Grants received from UGC, DBT, RUSA and other agencies, utilization certificates are prepared as per the guidelines of the funding agency, duly checked and signed by CA and submitted to the corresponding authority.**
- **Government audit, carried out by Department of Local Audit, Govt of Assam, as per their schedule. Income-Expenditure is assessed and Receipt-Payment is checked as per government rule.**

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_IV_Doc/4.1.4_4.4.1.pdf
Upload any additional information	View File

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

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

00

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

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

Institution applies different strategies for mobilization of funds from various agencies as per the standard procedure of the agency concerned. Generally, it is a three-step strategy that involves:

1. Identification of Project by IQAC/Department

2. Preparation of Project Proposal and Submission

3. Implementation of Projects

Following this strategy, various projects are either implemented or being implemented in the college during the session 2022-2023. These are mentioned below:

Sanctioned Grant of,

1. Rs. 12,76,25,676 from Govt of Assam for salary of the staff

2. Rs. 9,69,000 from Govt of Assam for salary of the staff of BVOC(IT) programme

3. Rs. 50,00,000 from RUSA for infrastructure and renovation

4. Rs. 1,00,000 from ISRO, Govt. of India for maintenance of LDS management system

5. Rs. 1,45,31,740 from Govt of Assam for fee waiver

Fund Utilization:

Yearly budget is prepared by giving adequate attention for augmentation of physical/ academic infrastructure, IT facilities in teaching-learning process, extra-curricular/Co-Curricular activities, library facilities, development of staff etc. Utilization of fund is monitored with the help of various bodies, namely Governing Body, Construction and Purchase Committee, Project Monitoring Committee etc. Utilization Certificates are submitted after auditing through CA/Govt Auditor.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VI_Doc/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The two examples of practices institutionalized as a result of IQAC initiatives are given as,

(1) Mentoring the Students

The objective of the Practice is to motivate, support and guide the mentees in their academic pursuits along with facing challenges in life. The process is governed by a combined policy followed in every department and are asked to divide the mentees in groups of not more than 20 mentees. The faculty members are issued appointment letters to act as mentor. The mentors discuss academic/non-academic issues and encourage mentees to share their

problems. The mentors act as guide, friend and philosopher to the mentees.

The continuous interactions between the mentor and mentees have resulted in the reduction of students dropout rates.

(2) Student Club

To inculcate creative qualities for holistic development of the students, various Student clubs, namely, Photography, Dance, Drama, Literary, Art and Drawing, Debate, Electronic, Music, Sports, Mathematics, Quiz and Eco club have been established. Each club is supervised by an in-charge from college staff. In addition, a student member is assigned as student leader in each club. The club activities are also assigned in the college daily routine. Various programmes/competition are organised in relation to these club activities.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VI_Doc/6.5.1.pdf
Upload any additional information	View File

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

(1) Teacher's Diary

IQAC has prepared a Teacher's diary containing timetable/workload/actual teaching units/ syllabus completing summary/mentoring work/library work/research activities/extension works and other administrative responsibilities. Every teacher has to maintain the Diary regularly. Individual Teacher Diary is verified and signed by Head of the concerned departments and is then submitted to Principal for final approval. Principal monitors the overall performance of the teachers through the verification of the Diary.

(2) Diagnostic test for beginner and maintenance of track record

To recognize the understanding level of students admitted in first semester, IQAC initiated to take a test just after one month of initiation of class. To set question papers, emphasis are given to the conceptual knowledge of the subject taught to identify the academic level of students. After the identification, teachers take necessary measures. IQAC also have taken initiative to maintain a track record of the student by taking mid-term test in the next consecutive years to monitor the improvement of the students by taking proper measure.

Post-accreditation quality initiatives:

College is trying for incremental improvements in quality initiatives in various vertices, namely, construction/renovation of infrastructure, teaching-learning process, research and extension, staff development, etc.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VI_Doc/6.5.2.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://bncollege.co.in/pdf/IQAC/Annual_Reports/2022-2023.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college believes in simultaneous development and progress of all the genders for the overall development of the institute as well as the society. Keeping that in view, the college follows its Annual Gender Sensitization Action Plan and undertakes various initiatives to promote the gender equity.

It has Women Forum, Women Cell, a sister organization of B N College Teachers' Association. Invited talks by renowned speakers are regularly organized to aware about equality, human dignity, Legal Rights etc.

The safety and security is the priority of the college and all such issues related to safety and security of the students as well as the staff of the college. The campus is under security guards and CCTV surveillance placed at strategic points to monitor the campus.

The college has well-furnished Common Room for boys & girls equipped with Study and Fitness Corner and separate washrooms and Sanitary Napkin Vending Machine in Girls' Common Room.

It has Anti-Ragging Committee and Internal Complaint Committee and necessary interventions to ensure safety. The college has a functional MoU with Psychologist / counselor to deal with the psychological issues of the student and staff.

File Description	Documents
Annual gender sensitization action plan	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VII_Doc/7.1.1.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VII_Doc/7.1.1.pdf

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

It is the policy of the college not to compromise on waste management and also set an example of eco-restoration and sustainable development for the visitors and the society. Separate waste bins for bio-degradable (Green Bins) and non biodegradable waste (Blue Bins) materials are placed inside the campus for their segregation at source. The college strictly prohibits single used plastics viz., polythene bags, plastic cups, straws etc. in the campus. The college has a MoUs with the local Scrapper, Municipal Board. The college use to manage the bio degradable wastes of the campus by converting them in to bio fertilizer (Waste into Wealth). For this it has functioning Bio Composting Unit to undertake microbial composting as well as vermi composting. The college has functioning incinerators in the campus for disposing off used sanitary napkins.

It has Liquid waste treatment plants in laboratories of departments of Chemistry, Botany and Zoology. It has MoU with Jeet

Tech, a Computer Hardware and Software Solution Centre to undertake E Waste management works. Every effort is made to keep e-waste to a minimum by fixing the systems with the reusable parts of dead systems in the e waste stock of the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

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

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

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

`D. Any 1 of the above`

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

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

`A. Any 4 or all of the above`

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

To inculcate the spirit of "Unity in Diversity" among the students / staff and provide an inclusive campus in the college, the institution provides free access to all the sections of the society irrespective of caste, creed, religion, language etc. It strictly follows the state reservation guideline in appointments and admission procedure to ensure equal opportunities. Students from Below Poverty Level (BPL) are granted free / fee waived admission. It also promotes Government scholarships etc. It also provides on its own scholarships to the poor and meritorious students from the Students' Aid Fund of the college.

It is fed mostly from vernacular medium schools and the students, who are pursuing different programmes in English medium face linguistic difficulties in understanding the subjects. Hence, the Teachers adopt bi-lingual media (Mother Tongue and English) in teaching learning process. It has a language lab to assist students in spoken English training. The institution endeavors to inculcate communal harmony and tolerance by organizing various cultural programmes time to time. It offers Add On Course on 'Folk and Performing Arts' to inculcate the knowledge of Goalpariya folk culture. It also organizes cultural procession every year.

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

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

Being a site of human resource development, the college has its view and aim not only to provide quality higher education to its students, but at the same time to cultivate efforts to develop them into independentminded responsible global citizens too. The college organizes activities that sensitize the students and the staff about our constitutional obligations (values, rights, duties and responsibilities as a citizen). It observes important commemorative days (National and International) in the campus where all the stakeholders participate spontaneously. Every year, the college cherishes patriotism, sovereignty and democracy by

organizing various programmes in connection with the commemoration of Nation's Independence Day, Republic Day, Constitution Day, Voter's Day, Martyr's Day etc. It facilitates its students for enrolling in various organizations like National Service Scheme (NSS), National Cadet Corps (NCC) and Bharat Scouts and Guides etc. that foster values of nationalism, patriotism and humanity among the students. The NSS, NCC and Bharat Scouts and Guides of the college arrange various programmes and activities to inculcate constitutional obligations, duties and responsibilities among the students. The college sensitizes and inspires the students regarding their duties to the society, need of Swachchaata and pollution free environment in the society, etc. This is undertaken by adopting awareness programmes in society, schools and villages.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VII_Doc/7.1.9.pdf
Any other relevant information	Nil

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

A. All of the above

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

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

Being inspired by the Vision and Mission of the college, the institution facilitates in organizing programs in connection with celebration / observation of notable commemorative days of National and International interest. Amidst the hectic academic schedule, every year, the college celebrates such commemorative days / events / festivals with pride and enthusiasm by involving all the staff members, governing body members and the students of the institution. The aim and objective of observing / celebrating such commemorative days by the institution is to inculcate values and morals, duties and responsibilities; inspiration for the holistic development and empowerment of students to become a responsible global citizen. While celebrating the commemorative days, the institution organizes different activities and competitions like quiz competition, speech competition, song and dance competition, staging of drama, poster presentation and model competition etc. related to the event to be observed. Some of such days are National Science Day, Republic Day, Independence Day, Gandhi Jayanthi, Librarian's Day, College Foundation Day, Sanskrit Day, National Voter's Day, National Sports Day, Constitutional Day, Birth Anniversary of Netaji Subhash Chandra Bose, Birth Anniversary of Rabindranath Tagore, Anti Tobacco day, National Statistics Day, Rashtriya Ekta Divas, National Pollution Control Day etc.

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

7.2 - Best Practices

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

Best practice 1:

Title: Training on "Modern Bee-Keeping"

Objectives: To provide hands on training to Zoology honours students.

Context:

• Knowledge of the nature and habits of honey bees

• Selection of suitable location for keeping the beehives

• Management of beehives during different seasons

Practice: Artificial Bee Hives are procured to rear honeybees. Students are taught about biology and maintenance of bee hive with training of handling the equipment.

Evidence of Success:

Every year 25 students get hands-on training on bee-keeping. Due to huge mustard cultivation during winter season good quality of honey can be found.

Problems Encountered and Resources Required:

Mortality of European Honey Bees during rainy season

Best Practice 2

Title: Extension programme to create awareness on Environmental Ethics.

Objectives: To create awareness among students regarding various environmental issues

Context: Present day environmental crisis occurs due to the ignorance of ethical values of universe

Practice: Philosophy department organises extension programme with BA 6th semester students to nearby schools. School students are taught on various environmental issues including the mechanism of ethical conservation, preservation and protection of environment.

Evidences of success: After attending these programmes, school students take active part in various activities in their respective schools.

File Description	Documents
Best practices in the Institutional website	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VII_Doc/7.2.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

Student Centric culture is the distinctiveness of the college. College is committed to a culture of quality enhancement through a continuous process in all its endeavours for the benefit of students. Following are the arenas of Student Centric culture that makes it distinctive.

College follows Outcome based educational practice and evaluation of Learning Outcome/Course Outcome by holding periodic Quizzing/Seminar/Internal Assessment etc.

College provides ICT Based teaching-learning (through B N College Learning Management System/Online Resource/DELNET/INFLIBNET/Language Lab, etc) and Semi automated Central Library to its students for easy and effective teaching-learning process.

College has a Career Counselling and Placement Cell, Institutional Innovation Council, Govt. aided UPSC Coaching Centre to aware students of different avenues of career and placement field, entrepreneurship skills, and organising motivational programme to become an entrepreneur. A separate Digital section is available for accessing digital resources/institutional repository through DSpace. Access to online resources (remote access) such as, N-LIST, DELNET, World Ebook Library are available in the library. It has established various students' clubs, namely, Drama, Dance, Music, Debate, Electronic, Literary, Photography, Quiz, Sports, Creative Writing, Art and Drawing, Mathematics and Electoral Literacy Club. Club activities are undertaken by the charge ship of faculty members and staff.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

On the basis of syllabus prescribed by Gauhati University, Curriculum delivery is imparted in many ways by which students are able to achieve their learning goals.

1. Meeting of Staff /Academic council are convened to discuss academic matters regularly.
2. Academic Calendar contains important dates of academic process/co-curricular and other activities.
3. Departments prepare Departmental Plans prior to the beginning of every semester.
4. General Routine is prepared and is disseminated to departments. HODs are entrusted to distribute the syllabus, assign workload to teachers as per classes/ papers/courses.
5. IQAC collects Teaching Plans/Lesson plans from faculty members at the beginning of every semester. Teachers submit Monthly Progress Report for each month.
6. Each teacher is provided with Teacher's Diary.
7. HODs are to furnish HOD's diary on daily basis.
8. Different teaching strategies are adopted.
9. Technology like computer and internet facility, E-resources are made available.
10. B N College Online Learning Portal are used regularly.
11. Remedial teaching is arranged for slow learners, additional activities/materials are provided for advanced learners.
12. College provides Add-on Courses and organizes seminars/webinar/conferences.
13. Internal and end-semester examinations are carried out to evaluate the students.
14. Feedback on curriculum from stakeholders are collected, analyse and report is submitted to the Governing body for further action.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_I_Doc/1.1.1.pdf

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

For transparent functioning in day-to-day level, college has its own Academic calendar for each Academic Session (June to July) in accordance with the academic calendar of affiliating university.

• Academic Calendar is available in college website and is a source of information and planner for all stakeholders of the institute. Besides, adequate number of Academic Calendars are printed and distributed to all faculty and students.

• On the basis of Academic Calendar, faculty members prepare their teaching plans and Lesson plans (semester wise).

• Each faculty member has the liberty to schedule their own internal subject's concurrent evaluation.

• Each department prepare their own plan for organising various curricular based activities and to submit the plan to IQAC before the commencement of semester class.

• Academic Calendar provides all information regarding the total teaching days in a month, schedules of academic activities including admission, dates of commencement of and end of the semester.

• Examination committee follows the dates of academic calendar for conduction of diagnostic test, midterm test, internal assessment and end semester examination.

• It encompasses all co-curricular/extracurricular activities/annual college week/ publication of college magazine/club activities, etc.

• Local and National holidays with purposes, celebration of important/commemorative days, Freshmen Social are also

mentioned.

- Academic calendar includes the starting and end days of summer and winter vacation.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://bncollege.co.in/pdf/AQAR/2022-23/ Criterion I Doc/1.1.2.pdf

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

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

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

23

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

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

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

46

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

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

1339

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

1.3 - Curriculum Enrichment

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

B N College carefully follows the syllabus prescribed by Gauhati University. There are About 85 courses that integrate cross-cutting issues into the curriculum.

Besides these prescribed courses of affiliating university, college has introduced Add on courses, namely, Human Rights,

Value Education, Environmental Ethics as reflected in Mahabharata, Moral Psychology, Women in Leadership etc to assist the students to integrate these issues in the curriculum.

The college also conduct various activities/programs relevant to these cross-cutting issues.

Environment and Sustainability:

• Promoting environmental awareness through tree plantation, plastic-free drives etc,

• Establishment of Photography Club encouraged the students to become close with nature and environment.

• Celebration of important commemorative days, like, World Environment Day, Ozone Day etc with various students' activities.

• Participation of students in campus cleaning programme and Swachh Bharat Abhiyan.

Gender sensitivity:

• Organising events and competition, like poster making, art, debate, drama on issues related to gender sensitivity to aware the students.

• Organising expert lecture programme on laws of sexual harassment, health and hygine.

Human values and Professional Ethics:

• Celebration of Martyrs day, National Youth Day, etc nurture the values like national integration, patriotism, peace, brotherhood, etc.

• Active participation of students in activities like blood donation camps inculcates the values in them.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

19

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

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

480

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the	**B. Any 3 of the above**

institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://bncollege.co.in/pdf/AQAR/2022-23/ Criterion I Doc/1.4.1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://bncollege.co.in/pdf/AQAR/2022-23/ Criterion I Doc/1.4.1.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1136

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

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

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

303

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

2.2 - Catering to Student Diversity

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

College conducts Diagnostic Test for newly admitted students just after one month of commencement of class to identify slow and advanced learners through the marks obtained in this test. In the successive years, mid-term tests are conducted and a Track Record is maintained for each student to know their progress upto the final year under the monitoring of IQAC.

Initiatives for slow learners:

• Remedial teaching.

• Regular mentoring/counselling to address various issues that they encounter.

• Availability of Question Banks.

• Extra reading material and extra practice assignments.

Initiatives for advanced learners:

• Arranging coaching classes for various competitive examinations

• They are encouraged to enrol in Spoken Tutorial Courses offered by IIT-Mumbai, etc

• They are allowed to borrow additional books from library.

• College felicitates rank holders in university examination, topper in the college and Best Reader which motivates students for their future endeavour.

In addition, various students clubs are taking care of both slow and advanced learners by giving them proper training in various fields. The hand-on trainings are organised for science students, where special care are taken for slow learners.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion II Doc/2.2.1.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2893	62

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Experiential learning:

• Field trips for students at botanical, zoological, historical and environmentally important places.

• Students from science departments visit industries and research laboratories to bridge gap between text book knowledge and hands-on-experience.

• Classes/lectures by eminent academicians/scientists provides added credibility to content of the syllabus.

Participative Learning:

• Some science departments organise hands-on training on various topics.

• Some departments use role play/dramatization technique, that

allows students to explore realistic situations by interacting with other people.

• Some departments engage students for book/literature review.

• Writing for departmental wall-magazines and college magazine help students to develop their creativity.

• Organising student's seminar improves communication skills, gaining expert knowledge, networking with others and renewing motivation and confidence.

• Organising Peer Class (where a student takes class to his peers) helps them to motivate and to improve their communication skill along with authority of the topic.

• Participation in various activities in Students' Clubs nurture the creativity of the students.

• Participation in science model/poster competition fosters the scientific attitude in the students.

Problem solving:

• Most of the students are assigned project work as part of their curriculum under a teacher-supervisor.

• Organising Group discussion to promote communication ability, generate ideas, interpersonal skills.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_II_Doc/2.3.1.pdf

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

The faculty members of the college are using various technology-based teaching and learning tools.

• Most of the teachers deliver their lecture in the class

through power point presentation.

• B N College Learning Management System (LMS) is used by the teachers to upload video classes and learning materials.

• Both teachers and students can access e-books and e-journals through N-list (INFLIBNET) and DELNET.

• The digital wing of the central library is linked with various other higher educational institutions, where both teachers and student have their access.

• The language lab helps the students to access audio materials for English language training.

• The teacher also uses BN College youtube (https://www.youtube.com/channel/UCG3QRBjUStXAFKukQZq_IAA/videos) for uploading video class.

• Teachers often consult the free study materials available in ePathshala under NME-ICT. MoE, GOI.

• Another learning resource used is SWAYAM: Study Webs of Active – Learning for Young Aspiring Minds. It's an online learning programme offered by the Ministry of Human Development, Government of India. Teachers encourage the advanced learner to enrol in various courses under SWAYAM.

• Regular and optimal usage of Computer laboratories ensure practical education in the knowledge transfer process.

• College offers a few Add on courses on ICT, namely, Computer Application, Electronics, Web Designing, Basic of Python Programming.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

`62`

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

2.4 - Teacher Profile and Quality

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

`62`

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

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

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

`34`

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

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

2.4.3.1 - Total experience of full-time teachers

886

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

For transparency:

• Tentative date of internal examination is published in Academic calendar.

• Examination committee prepares examination schedule and is communicated to students.

• The internal evaluation is undertaken as per the university rules.

• Teachers of concerned subjects submit a set of question papers to Head of the Department, who is entrusted to compile and to prepare the final question paper.

• Attendance records of students are strictly checked.

• Mobile phone in the examination hall is strictly prohibited.

• Opportunity is given to the students to reappear in internal tests, if they fail to appear due to their engagements in extra-curricular activities or personal valid reasons.

• After evaluation, answer sheets are shown to students for their information which provides transparency and accountability in the evaluation process.

• Marks are displayed on the notice board and E notice board of

each department.

• Students are given timely opportunities to discuss any concerns/grievances about assessment outcomes.

For robustness in frequency and variety:

• Internal examinations are compulsory for all students. Departments/teachers also conduct class tests.

• Departments conduct diagnostic test and mid-term test.

• Evaluations are done during field visit, industrial visit, institutional visit, survey works, and extension activities.

• Home assignment and students' seminar are usual practice to assess the students.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_II_Doc/2.5.1.pdf

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

Grievances related to University examination:

• Grievances raised by the students are redressed as early as possible within the stipulated period.

• For grievance regarding marks of a paper/course, college collects complaint from student in prescribed form and forwards to University. As per norms of Gauhati University, if the students are not satisfied with their obtained marks in end semester theory examination results, they may apply for re-scrutiny, photocopy and re-evaluation of their answer script(s) by depositing prescribed fees.

• For errors with respect to students' attendance in the examination, college sends duly certified attendance sheet to University for correcting discrepancies.

- **Grievances related to the problem in marksheets regarding name/course name/ programme name are resolved by the Principal by communicating with Gauhati University.**

Grievances related to Internal examination:

- **Internal Examination answer scripts are shown to the students after the assessment for further clarification.**

- **Students can apply to Grievence Redressal Committee. The committee may contact the respective head of the department to resolve the issue.**

- **Answer scripts of unit test/class test are given back to the students and any grievance pointed out by students is looked into at the department level.**

- **Students can put examination related queries through suggestion box.**

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_II_Doc/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

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

College has stated Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for all academic programmes. POs and PSOs are planned to ensure complete and comprehensive learning about the program and courses as these are key features for successful career of students in future. Whereas COs are designed by identifying which courses, portions of courses, or series of courses fulfil each PO, are based on principles of Blooms taxonomy. IQAC designed the PO of each programme, in with Vision and Mission of the Institution, following the guidelines of NAAC. Departments prepared draft version of COs and were finally approved by IQAC.

POs and COs are displayed for all stakeholders at Institute's website, college prospectus, through orientation class

College conducts orientation programmes for newly admitted students, where, the Principal make students aware with POs along with their goals and objectives, code of conduct, classroom attendance, examination and evaluation system and the amenities available in the college. All the faculty members discuss the CO with students at the beginning of each semester. Students thus get a better understanding of the scope and possibilities of the programme, and approach it with a clear objective for higher studies and research.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://bncollege.co.in/pdf/AQAR/2022-23/ Criterion II Doc/2.6.1.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

College has different types of methods and mechanisms of assessment for the attainment of programme and course outcomes. The results of the assessment and evaluation of outcomes are discussed/analyzed in detail by IQAC and proper measures are taken to improve teaching-learning process and thereby to achieve the outcome to the desired level.

• College has framed its Policy Guidelines for Assessment of Programme Learning Outcomes.

• Results of university examinations at the end of each semester are systematically analyzed by the departments concerned and other academic council in an attempt to comprehend the status of achievement of the learning outcomes.

• Students' performance in class tests, seminars, group discussion, debate, etc is also used as a measure to assess the attainment of their learning levels.

- **Details of students' progression to higher studies in the institutions of national repute are tracked and are used as a motivating tool for the enhancement of the programme outcome.**

- **Performance of students in various students' clubs, namely, literary, drama, dance, art and drawing, debate, electronic and photography act as a pointer for learning outcomes.**

- **College collects feedback from stakeholders on curriculum, is used as a tool to improve the limitation in the attainment of the learning outcomes.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://bncollege.co.in/pdf/AQAR/2022-23/ Criterion II Doc/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

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

597

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://bncollege.co.in/pdf/IQAC/Annual_R eports/2022-2023.pdf

2.7 - Student Satisfaction Survey

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

https://bncollege.co.in/pdf/AQAR/2022-23/Criterion I Doc/1.4.1. pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

6

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

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

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

0

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

3.2 - Innovation Ecosystem

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

B N College Innovation Council

B N College Innovation Council is a registered unit under MHRD, which encourages, inspires and nurtures young students by supporting them to work with new ideas. College has framed its Innovation and Start Up Policy. Various programmes on Start-up, IPR, entrepreneurship development, industry visit, etc are organised to inculcate entrepreneurship culture among students.

Research and Development Cell

College has established Research and Development Cell with the aim to inculcate research culture among students and teachers. The cell organises workshops, seminars/webinars, lecture and monthly Faculty Seminar. Cell framed Code of Ethics to check malpractices and plagiarism in Research for college.

Career Counselling and Placement Cell

Career Counselling and Placement Cell organises various training programme/activities, lectures on Softskill, entrepreneurship development, Public speaking skill, coaching in competitive examinations, etc.

Skill Based Add on Courses

College has introduced various skill-based Add-on courses like Mushroom Cultivation, Electronics, Web designing, Anchoring in Sanskrit, Beekeeping, Fish and fishery, etc to provide them

with a first-hand experience in those areas.

Students clubs

Establishment of various Students clubs facilitates students to develop their interests/hobbies in enjoyable manner.

Vivekananda Study Centre

Centre organises invited lectures, students' speech programme etc to reinvigorate Vivekananda's ideas/philosophy among students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.bncollege.co.in/iic.php

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

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

11

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

3.3 - Research Publications and Awards

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

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

6

File Description	Documents
URL to the research page on HEI website	https://www.bncollege.co.in/research_publication_cell.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File]()
Any additional information	[View File]()

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

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

23

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

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

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

17

File Description	Documents
Any additional information	[View File]()
List books and chapters edited volumes/ books published (Data Template)	[View File]()

3.4 - Extension Activities

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

During the academic session 2022-2023, various extension

activities were undertaken by NSS, NCC, and departments create awareness among the neighbourhood communities and to sensitize the students. Few of these are,

• On 07/10/2022, an activity entitled 'Plogging Challenge: A Cleaning Programme' was organised by NCC unit, where 30 volunteer collected traces from puja mandaps in and around Dhubri town just after the completion of Durga Puja.

• On 20/12/2023, NSS cadets along with other students took part in the Campaign Programme on G-20 and Y-20 Summit in various Senior Secondary Schools in Dhubri. The students of the schools were aware of the objectives and significance of the summit.

• On 17th and 18th March 2023, a Workshop on 'Art' was organised in the adopted village. 32 cadets/students actively participated. The hands-on training on art was organised among the students of the village.

• An Awareness cum Campaign Programme on Evil Effect of Child Marriage was organised in the adopted village on 21/03/2023.

• Extension activity on 'Awareness on Environmental Ethics' at Sankardev Sishu Niketan on 19/05/2023 by the department of Philosophy

• Quiz Competition on 'Teaching of English at the Secondary Level' was organised by the Department of English on 01/04/2023 at Dhubri Girls' Junior College

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

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

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

0

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

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

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

11

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

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

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

735

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	[View File](#)

3.5 - Collaboration

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

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

21

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Good infrastructure with a barrier-free and eco-friendly environment enhances the quality of teaching-learning process. College has a campus area of 64447.83 sqm. and built-up area of

35503.02 sqm. College has infrastructural facilities.

• Classroom: At present 43 no of classrooms in the college, out of which 31 classrooms are provided with ICT facilities. The classrooms are of different dimensions adequate to accommodate sanctioned strengths of different courses.

• Laboratories: College has 15 well-equipped laboratories under various departments, and five computer laboratories for Mathematics, Physics, BVOC (IT), Computer science/BCA departments with LAN and internet facilities.

• Computing Equipments: There are total 144 computers, out of which 117 are for use of students. One 'E language cum multimedia lab' is also established.

• One ICT-enabled seminar hall, one conference room and one Video conference room to provide exposure to the students with the class/lecture given by eminent personalities from national/international institutions.

Additional physical facilities:

• Wi-Fi enabled campus

• Installation of 70 CCTV cameras in the campus

• Software with integrated applications for e-governance

• Ramps, Divyangjan friendly washroom, reading corner

• Solar photovoltaic panel of 30 KW

• Biometric system for staff attendance

• Well-furnished library

• Primary Health Unit

• Canteen

• Green House and a Rashi Vatika

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_IV_Doc/4.1.1.pdf

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

To promote cultural and sports activities, college has a Cultural and Sports Committee to felicitate various activities. Keeping that in mind, the following facilities are made available to the students,

Sports, games and Gymnasium:

Indoor facilities

• Multipurpose indoor stadium with Badminton court

• Facilities for carom and table tennis

• Boys' Gymnasium with instructors

• Fitness corner at Girls' Common room

Oudoor facilities:

• Volleyball

• Football

• Basket Ball

• Kabaddi

• Playground for Athletics

• Cricket (through B N College Cricket coaching center)

• Kerate

Cultural Facilities:

College has a rich tradition of cultural activities in drama, dance, music, literary events and fine arts. The college provides necessary facilities for its budding artists.

• The auditorium hall is available for cultural activities.

• The seminar hall is used for cultural programmes as and when required.

• Sports and Cultural committee organizes different cultural activities.

• Various musical instruments with music system are maintained by the Sports and Cultural Committee.

• College introduced various students clubs to inculcate the artistic talents and potential inherent in students.

• Students participate in different cultural activities at college and university level.

• To inculcate the cultural and traditional values amongst the students the events such as the celebration of commemorative days, annual college week, Youth festival are organized.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_IV_Doc/4.1.2.pdf

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

34

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/ Criterion_IV_Doc/4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

437.61

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

4.2 - Library as a Learning Resource

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

The central library of the college is equipped with the following ICT facilities,

- **Name of ILMS software: SOUL (Software for University Libraries)**

- **Version: 3.0**

- **Updated: 2021**

- **Year of Automation: 2009**

ILMS have modules namely, shelf management, library stock verification, library membership, membership login, etc. OPAC facility is available in the ILMS for status of a book such as available/issue, shelf number, accession number, bibliographic information of book, etc.

Digital wing:

A separate Digital section is available for accessing digital resources/institutional repository through DSpace. Access to online resources are available in the library.

WEB OPAC:

One can search books, thesis and periodicals by keyword of title, author, ISBN/ISSN No., publisher, Subject and Accession number etc. at anywhere of the world through internet connection and get information about searched collection.

Library Webpage:

Library webpage provides all information of the library which provides latest updates and display remote access facility of some database subscribe by the library.

Computer Facility:

10 computers with internet and Power backup facilities are available for students. The details of computers are as follow,

Particulars of work Number of computers

Kisok OPAC 01

Circulation of book 01

Library administrative works 05

Attendance 01

Special section for visually impaired students 02

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_IV_Doc/4.2.1.pdf

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

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

47.12

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

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

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

47

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

IT infrastructure is spread over all departments, library, IQAC room as well as administrative sections of the college. These facilities are continuously upgraded to meet the demands generated due to introduction of new curriculum, library, office management software, and others. The college has updated its IT facilities by increasing the number of computers, printers, UPS, scanners, LCD projectors, Xerox machines, online admission process, dynamic website, addition of bandwidth, and various software.

B N College online learning portal is an initiative where teachers can take classes even on holiday or vacation from home. DELNET, INFLIBNET, CD's, Video lectures, are made available to the learners to enhance learning capabilities.

Office automation exists since the year 2010. The central library of the college uses 'SOUL' software which provides a highly versatile and user-friendly OPAC for simple and advanced search. The college website is regularly maintained by professional farm. In addition, biometric attendance system for employees and CCTV surveillance system are in place.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion IV Doc/4.3.1.pdf

4.3.2 - Number of Computers

117

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

102.92

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

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

Policy for Use of Facilities provides a framework for optimal use of physical assets:

• Classroom and Laboratory scheduling enables students to attend classes and are used efficiently.

- Administrative office spaces are assigned to one or more individuals.

- Central Library space is classified into: reading room/stack/digital-wing/ reference-section and book-bank section.

- Sports and Culture related facilities are mainly used for training/competition/ recreation of students/faculty and staff.

- There are two separate common rooms for boys and girls to spend their leisure hours.

- Two separate hostels, each for boys and girls are there, with intake capacity 40 and 105 respectively.

- The health centre provides primary health services.

- College owned computer related equipments in offices/departments/library/computer-laboratories and IQAC rooms.

- Fire Extinguishers are in place and refilled regularly.

Policy for Maintenance of Facilities:

- College maintains a 'maintenance register' to register complaints regarding repairing/ maintenance of various facilities by the staff, attended by principal and disseminated accordingly.

- Renovation/alteration/upgrading of existing academic/support buildings is decided by Principal in consultation with concerned head/in charge and is placed to Governing Body for approval.

- Sweepers are in place to maintain the cleanliness on daily basis.

- College canteen is monitored by Canteen Management Committee.

- Three security guards are appointed for 24 hours.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/ Criterion IV Doc/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1128

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

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

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

15

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

File Description	Documents
Link to Institutional website	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_V_Doc/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

246

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

246

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent	**A. All of the above**

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

8

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

166

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

4

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

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

The B. N. College Students' Union (BNCSU) is a representative body of student community that allows students to participate in various activities. The union consists of 12 members representing different portfolios elected by the regular students. In each academic session, the college undertakes necessary arrangements mandated by the Lyngdoh Committee of University Grants Commission (UGC) to conduct students' election.

The BNCSU is entrusted to organise Annual College Week supervised by the faculty members. They are entrusted to organise the Freshers' Social to welcome the newcomers. Student body also takes part in the Youth Festivals organised in the affiliating university from time to time. The annual college magazine – Prantajyoti, which contains articles, poems, short stories of the students and the faculty members is published under the Magazine secretary of BNCSU. BNCSU actively participates in the celebration of various commemorative days.

Some of the nominated students are appointed as members of various Committees/Cells, namely IQAC, Anti-Ragging, Anti-Sexual Harassment, Grievances Redressal Committee, RUSA Projecting Monitoring Unit, College Hostel Committee etc. Among the students, Class Representatives are nominated in each semester. One student member is nominated as the Student In-charge to look after the activities of various Students' Club.

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

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

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

62

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

5.4 - Alumni Engagement

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

College feels pride in its alumni who are very important stakeholders in the process of development of the college. Conscious efforts are made to strengthen the relationship between the institution and alumni. One of the main purposes of Alumni Association is to support a network of former graduates who will in turn help to raise the profile of the college.

Alumni Association of the college is a registered body under Societies Registration Act XXI of 1860 (registration no: RS/DBR/250/V/20 of 2021-2022). The alumni Association has been in existence since 2015. For membership registration in Alumni Association, a alumni, a link is provided on the college website. The activities of the association are governed by an Executive Body.

The Association is an intense source for enrichment of students' network and authentically conveys the values and principles of college. Alumni are engaged in curriculum enrichment by providing their valuable feedback. Alumni who have distinguished themselves in various walks of life are invited as resource persons/guest speakers/judges for various college events. They provide financial contribution for academic upliftment of students. Some of the alumni have been appointed as member of the college management as they are familiar with the ethos of the institution.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_V_Doc/5.4.1.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

College is governed by Governing Body (GB), the apex body of college. The plans and policies are framed by GB by involving various stake holders and are in line with vision and mission of the college. GB, IQAC and faculty members play a pivotal role in designing and implementing quality policies in teaching-learning/research/governance/extension activities.

Vision of the college:

- is to provide quality higher education with an attempt to inspire, prepare, and empower students of its catchment area to succeed in a changing world.

Mission of the college:

B N College strives to achieve its vision by

• Committing itself to intellectual exercises based on effective teaching, interaction programme and exchanges in order to lift the diverse communities from stagnation to development,

• Nurturing emerging disciplines and creation of new knowledge in response to a rapidly changing world,

• Inculcating deep historical knowledge of diverse cultures,

• Making effective use of emerging technological tools to create skilled manpower,

Vision and mission are reflected through the following programmes/activities:

• Various activities are conducted namely, Add-on courses, Mentoring, Personality development programmes, Coaching classes for competitive/entrance examinations, etc

• Discipline and social responsibility are inculcated through NSS/NCC and sports activities.

• College encourages teachers to take up research activities.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VI_Doc/6.1.1.pdf
Upload any additional information	View File

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

College encourages a culture of decentralization and participative management by involving stake holders in a number of administrative roles.

• Governing Body (GB) has representative from educationist, nominee from affiliated university, guardians, teacher and support staff.

- GB appoints Vice-Principals and departmental Heads and provided administrative/academic autonomy.

- GB formed IQAC consists of principal, vice-principal, member from Governing Body/alumni/employer, few teachers, student and coordinator.

- All teaching/non-teaching staff are members of Staff Council which takes any common/general decision.

- Academic council consist of Principal, Vice-principal, Coordinator IQAC and all heads, is responsible to address the academic related issues.

- Committees are responsible for admission/timetable preparation/examination/purchases, etc and prepare working strategy for effective functioning.

- Every committee has freedom to prepare their plan and decide implementation strategies.

Case Study: Student Satisfaction Survey

A joint meeting of Academic Council, IQAC and class Representative was held on 22/04/2022 where the class representatives were aware of about the Students Satisfaction Survey as directed by NAAC.

Class Representatives took initiative to aware their classmates and other students about the Student Satisfaction Survey of NAAC.

These resolutions were place in the meeting of IQAC and faculty members held on 09/06/2023 and resolved to undertake few awareness programme on the survey among the students.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/ Criterion VI Doc/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

College prepared an Institutional Development plan for ten years from 2022-2023 to 2037-2038 for its all-round development. There are many focused areas in the plan on curriculum development/deployment, teaching-learning process, infrastructure development, governance, etc.

CASE STUDY: Digitization in Academic and Administrative Activities

• Admission is done online through B.N. College Admission Software.

• Student fee is collected through debit/credit card and records are maintained through Tally software.

• Scholarships are disbursed through DBT mode and records are maintained in respective portal.

• Accounts of college is maintained through Tally EPR 9.

• Income Tax Calculation of the employee is done with itax Software.

• Library is partially automated through SOUL software of INFLIBNET. All books are barcoded.

• Biometric Attendance is in place to monitor the attendance and working hours of staff.

• B N College Learning Management System is developed through which teachers can upload video classes and learning materials.

• Staff Management App is in place to manage leaves of all staff.

• Feedback from stakeholders are taken on-line and analysed through software.

• ICT enabled classrooms, lab, Video Conference room, Language lab are there.

• Active website with e-notice board (QR Code) facility is there.

- **College has its own YouTube channel**

- **The entire college campus is under CCTV surveillances.**

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion VI Doc/6.2.1.pdf
Upload any additional information	**No File Uploaded**

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

College follows policy of participatory decision making which is evident from its administrative set up, appointment procedure, service rule etc.

Policies:

To realize the vision and mission, college has framed various policies.

Administrative Setup:

• Principal is at the apex of the administration and functions under GB.

• Vice-Principal, works under Principal and mainly looks after the academic activities.

• Head of the departments are responsible for looking after individual departments and are member of Academic Council.

• Faculties are responsible for dissemination of knowledge & skill to the students. They are also members of various committees.

• Librarian is the head of the central library and is supported by Assistant Librarian, Library Assistant and Library Bearer.

• IQAC is responsible for ensuring quality in all academic and administrative activities.

- **Office of the college works under Principal with Head Assistant, Senior Assistant, Junior Assistant and Office Bearer.**

Appointment Procedure:

All appointments are made as per the rule of DHE. Advertisements are published in leading newspapers by Principal and GB is entrusted to complete the interview process, final appointment is done by DHE.

Service Rule:

College follows the service rules laid down by DHE.

Procedure for Promotion:

All promotions are made as per the rules of DHE.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VI_Doc/6.2.2.pdf
Link to Organogram of the institution webpage	https://www.bncollege.co.in/img/Organogram.jpg
Upload any additional information	View File

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

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

6.3 - Faculty Empowerment Strategies

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

- Pension, Gratuity, Leave Encashment Facility: All the staff working against permanent posts are eligible for these facilities from government of Assam
- Provident Fund: The facility is available for the staff joined before 01/02/2005 as per Govt. norms.
- Group Insurance Scheme: All staff working against permanent posts are insured through Group Insurance Scheme of LIC as per Govt of Assam.
- Medical Facilities: Health Centre with one para medical staff is available for staff and students.
- Leave Facility: Staff of the college are entitled for Study Leave, Duty Leave, Maternity Leave, Child Care Leave etc.
- Cognitive Support:

? College organises Seminars/Workshops/Staff Development Preprogramme for staff.

? College organises monthly Faculty Seminar to encourage teachers to present and discuss their research work among the peers.

? Teachers are encouraged to participate in Refresher Course/Orientation Course/ Short Term Course.

? Faculty members are felicitated for their publication in journals/books, etc in every College Foundation-day.

? Library Facility is provided to all staff to access online/offline study materials.

- IT Facility: All departments are provided with computers/printers/internet facility.
- • Canteen provides good quality food maintaining hygienic condition.
- • Gymnasium facilities are provided free of cost.
- • College reserves seat for admission of children of college staff in UG/PG classes.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VI_Doc/6.3.1.pdf
Upload any additional information	View File

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

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

0

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

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

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

6

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

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

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

24

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

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

Institution has performance appraisal system for all staff.

For teaching staff:

1. Performance Based Appraisal System: PBAS format has been prepared by IQAC following the guidelines of UGC and Govt. of Assam. IQAC collects API-PBAS from all faculty members. The performance of faculty is assessed by Heads, Co-ordinator-IQAC and Principal. The performance appraisal consists of three parts:

Category I: Teaching, Learning and evaluation related activities

Category II: Professional Development, Participation in Co-curricular and Extra-curricular activities

Category III: Research and Academic activities

2. Annual Confidential Report: ACR for teaching staff is prepared by Principal as per the format of Govt of Assam and submitted to the Director of Higher Education as and when directed.

3. Evaluation by the Students: Feedback on performance of teachers is collected from students, evaluated and necessary measures taken for improvement.

For Non-teaching Staff:

1. Performance Appraisal of Non-teaching staff: Annual Confidential Report is prepared by IQAC as per the format of Govt of Assam and is assessed by Principal every year.

2. Student Feedback: Student Feedback taken on College Office, Library as well as the suggestions received from the students are used to evaluate the performance of non-teaching staff of the college.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion VI Doc/6.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the

various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

There is two tier financial audit system in the college which involves-

1. Audit by Chartered Accountant

2. Audit by Government Auditor

- Before any payment bills and vouchers are checked by the college office and certified by HOD/Teacher Representatives to Governing Body.
- Financial audit is a continuous process, carried out by CA. All bills, vouchers are stock registers are checked and verified by the auditors. Finally, an audit report is prepared by the CA, which is placed in the Governing Body.
- Grants received from UGC, DBT, RUSA and other agencies, utilization certificates are prepared as per the guidelines of the funding agency, duly checked and signed by CA and submitted to the corresponding authority.
- Government audit, carried out by Department of Local Audit, Govt of Assam, as per their schedule. Income-Expenditure is assessed and Receipt-Payment is checked as per government rule.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/ Criterion_IV_Doc/4.1.4_4.4.1.pdf
Upload any additional information	View File

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

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

00

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

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

Institution applies different strategies for mobilization of funds from various agencies as per the standard procedure of the agency concerned. Generally, it is a three-step strategy that involves:

1. Identification of Project by IQAC/Department

2. Preparation of Project Proposal and Submission

3. Implementation of Projects

Following this strategy, various projects are either implemented or being implemented in the college during the session 2022-2023. These are mentioned below:

Sanctioned Grant of,

1. Rs. 12,76,25,676 from Govt of Assam for salary of the staff

2. Rs. 9,69,000 from Govt of Assam for salary of the staff of BVOC(IT) programme

3. Rs. 50,00,000 from RUSA for infrastructure and renovation

4. Rs. 1,00,000 from ISRO, Govt. of India for maintenance of LDS management system

5. Rs. 1,45,31,740 from Govt of Assam for fee waiver

Fund Utilization:

Yearly budget is prepared by giving adequate attention for augmentation of physical/ academic infrastructure, IT facilities in teaching-learning process, extra-curricular/Co-Curricular activities, library facilities, development of staff etc. Utilization of fund is monitored with the help of various bodies, namely Governing Body, Construction and Purchase Committee, Project Monitoring Committee etc. Utilization Certificates are submitted after auditing through CA/Govt Auditor.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VI_Doc/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The two examples of practices institutionalized as a result of IQAC initiatives are given as,

(1) Mentoring the Students

The objective of the Practice is to motivate, support and guide the mentees in their academic pursuits along with facing challenges in life. The process is governed by a combined policy followed in every department and are asked to divide the mentees in groups of not more than 20 mentees. The faculty members are issued appointment letters to act as mentor. The mentors discuss academic/non-academic issues and encourage mentees to share their problems. The mentors act as guide, friend and philosopher to the mentees.

The continuous interactions between the mentor and mentees have resulted in the reduction of students dropout rates.

(2) Student Club

To inculcate creative qualities for holistic development of the students, various Student clubs, namely, Photography, Dance, Drama, Literary, Art and Drawing, Debate, Electronic, Music,

Sports, Mathematics, Quiz and Eco club have been established. Each club is supervised by an in-charge from college staff. In addition, a student member is assigned as student leader in each club. The club activities are also assigned in the college daily routine. Various programmes/competition are organised in relation to these club activities.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VI_Doc/6.5.1.pdf
Upload any additional information	View File

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

(1) Teacher's Diary

IQAC has prepared a Teacher's diary containing timetable/workload/actual teaching units/ syllabus completing summary/mentoring work/library work/research activities/extension works and other administrative responsibilities. Every teacher has to maintain the Diary regularly. Individual Teacher Diary is verified and signed by Head of the concerned departments and is then submitted to Principal for final approval. Principal monitors the overall performance of the teachers through the verification of the Diary.

(2) Diagnostic test for beginner and maintenance of track record

To recognize the understanding level of students admitted in first semester, IQAC initiated to take a test just after one month of initiation of class. To set question papers, emphasis are given to the conceptual knowledge of the subject taught to identify the academic level of students. After the identification, teachers take necessary measures. IQAC also have taken initiative to maintain a track record of the student by taking mid-term test in the next consecutive years to monitor the improvement of the students by taking proper measure.

Post-accreditation quality initiatives:

College is trying for incremental improvements in quality initiatives in various vertices, namely, construction/renovation of infrastructure, teaching-learning process, research and extension, staff development, etc.

File Description	Documents
Paste link for additional information	https://bncollege.co.in/pdf/AQAR/2022-23/ Criterion_VI_Doc/6.5.2.pdf
Upload any additional information	View File

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

File Description	Documents
Paste web link of Annual reports of Institution	https://bncollege.co.in/pdf/IQAC/Annual_R eports/2022-2023.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college believes in simultaneous development and progress of all the genders for the overall development of the institute as well as the society. Keeping that in view, the college follows its Annual Gender Sensitization Action Plan and undertakes various initiatives to promote the gender equity.

It has Women Forum, Women Cell, a sister organization of B N College Teachers' Association. Invited talks by renowned speakers are regularly organized to aware about equality, human dignity, Legal Rights etc.

The safety and security is the priority of the college and all such issues related to safety and security of the students as well as the staff of the college. The campus is under security guards and CCTV surveillance placed at strategic points to monitor the campus.

The college has well-furnished Common Room for boys & girls equipped with Study and Fitness Corner and separate washrooms and Sanitary Napkin Vending Machine in Girls' Common Room.

It has Anti-Ragging Committee and Internal Complaint Committee and necessary interventions to ensure safety. The college has a functional MoU with Psychologist / counselor to deal with the psychological issues of the student and staff.

File Description	Documents
Annual gender sensitization action plan	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VII_Doc/7.1.1.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VII_Doc/7.1.1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	[View File](#)

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

It is the policy of the college not to compromise on waste management and also set an example of eco-restoration and sustainable development for the visitors and the society. Separate waste bins for bio-degradable (Green Bins) and non biodegradable waste (Blue Bins) materials are placed inside the campus for their segregation at source. The college strictly prohibits single used plastics viz., polythene bags, plastic cups, straws etc. in the campus. The college has a MoUs with the local Scrapper, Municipal Board. The college use to manage the bio degradable wastes of the campus by converting them in to bio fertilizer (Waste into Wealth). For this it has functioning Bio Composting Unit to undertake microbial composting as well as vermi composting. The college has functioning incinerators in the campus for disposing off used sanitary napkins.

It has Liquid waste treatment plants in laboratories of departments of Chemistry, Botany and Zoology. It has MoU with Jeet Tech, a Computer Hardware and Software Solution Centre to undertake E Waste management works. Every effort is made to keep e-waste to a minimum by fixing the systems with the reusable parts of dead systems in the e waste stock of the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge	**A. Any 4 or all of the above**

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

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

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

To inculcate the spirit of "Unity in Diversity" among the students / staff and provide an inclusive campus in the college, the institution provides free access to all the sections of the society irrespective of caste, creed, religion,

language etc. It strictly follows the state reservation guideline in appointments and admission procedure to ensure equal opportunities. Students from Below Poverty Level (BPL) are granted free / fee waived admission. It also promotes Government scholarships etc. It also provides on its own scholarships to the poor and meritorious students from the Students' Aid Fund of the college.

It is fed mostly from vernacular medium schools and the students, who are pursuing different programmes in English medium face linguistic difficulties in understanding the subjects. Hence, the Teachers adopt bi-lingual media (Mother Tongue and English) in teaching learning process. It has a language lab to assist students in spoken English training. The institution endeavors to inculcate communal harmony and tolerance by organizing various cultural programmes time to time. It offers Add On Course on 'Folk and Performing Arts' to inculcate the knowledge of Goalpariya folk culture. It also organizes cultural procession every year.

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

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

Being a site of human resource development, the college has its view and aim not only to provide quality higher education to its students, but at the same time to cultivate efforts to develop them into independentminded responsible global citizens too. The college organizes activities that sensitize the students and the staff about our constitutional obligations (values, rights, duties and responsibilities as a citizen). It observes important commemorative days (National and International) in the campus where all the stakeholders participate spontaneously. Every year, the college cherishes patriotism, sovereignty and democracy by organizing various programmes in connection with the commemoration of Nation's Independence Day, Republic Day, Constitution Day, Voter's Day, Martyr's Day etc. It facilitates its students for enrolling in various organizations like National Service Scheme (NSS),

National Cadet Corps (NCC) and Bharat Scouts and Guides etc. that foster values of nationalism, patriotism and humanity among the students. The NSS, NCC and Bharat Scouts and Guides of the college arrange various programmes and activities to inculcate constitutional obligations, duties and responsibilities among the students. The college sensitizes and inspires the students regarding their duties to the society, need of Swachchaata and pollution free environment in the society, etc. This is undertaken by adopting awareness programmes in society, schools and villages.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion_VII_Doc/7.1.9.pdf
Any other relevant information	Nil

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

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

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

Being inspired by the Vision and Mission of the college, the institution facilitates in organizing programs in connection with celebration / observation of notable commemorative days of National and International interest. Amidst the hectic academic schedule, every year, the college celebrates such commemorative days / events / festivals with pride and enthusiasm by involving all the staff members, governing body members and the students of the institution. The aim and objective of observing / celebrating such commemorative days by the institution is to inculcate values and morals, duties and responsibilities; inspiration for the holistic development and empowerment of students to become a responsible global citizen. While celebrating the commemorative days, the institution organizes different activities and competitions like quiz competition, speech competition, song and dance competition, staging of drama, poster presentation and model competition etc. related to the event to be observed. Some of such days are National Science Day, Republic Day, Independence Day, Gandhi Jayanthi, Librarian's Day, College Foundation Day, Sanskrit Day, National Voter's Day, National Sports Day, Constitutional Day, Birth Anniversary of Netaji Subhash Chandra Bose, Birth Anniversary of Rabindranath Tagore, Anti Tobacco day, National Statistics Day, Rashtriya Ekta Divas, National Pollution Control Day etc.

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

7.2 - Best Practices

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

Best practice 1:

Title: Training on "Modern Bee-Keeping"

Objectives: To provide hands on training to Zoology honours students.

Context:

- Knowledge of the nature and habits of honey bees

- Selection of suitable location for keeping the beehives

- Management of beehives during different seasons

Practice: Artificial Bee Hives are procured to rear honeybees. Students are taught about biology and maintenance of bee hive with training of handling the equipment.

Evidence of Success:

Every year 25 students get hands-on training on bee-keeping. Due to huge mustard cultivation during winter season good quality of honey can be found.

Problems Encountered and Resources Required:

Mortality of European Honey Bees during rainy season

Best Practice 2

Title: Extension programme to create awareness on Environmental Ethics.

Objectives: To create awareness among students regarding various environmental issues

Context: Present day environmental crisis occurs due to the ignorance of ethical values of universe

Practice: Philosophy department organises extension programme with BA 6th semester students to nearby schools. School students are taught on various environmental issues including the mechanism of ethical conservation, preservation and protection of environment.

Evidences of success: After attending these programmes, school students take active part in various activities in their respective schools.

File Description	Documents
Best practices in the Institutional website	https://bncollege.co.in/pdf/AQAR/2022-23/Criterion VII Doc/7.2.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Student Centric culture is the distinctiveness of the college. College is committed to a culture of quality enhancement through a continuous process in all its endeavours for the benefit of students. Following are the arenas of Student Centric culture that makes it distinctive.

College follows Outcome based educational practice and evaluation of Learning Outcome/Course Outcome by holding periodic Quizzing/Seminar/Internal Assessment etc.

College provides ICT Based teaching-learning (through B N College Learning Management System/Online Resource/DELNET/INFLIBNET/Language Lab, etc) and Semi automated Central Library to its students for easy and effective teaching-learning process.

College has a Career Counselling and Placement Cell, Institutional Innovation Council, Govt. aided UPSC Coaching Centre to aware students of different avenues of career and placement field, entrepreneurship skills, and organising motivational programme to become an entrepreneur. A separate Digital section is available for accessing digital resources/institutional repository through DSpace. Access to online resources (remote access) such as, N-LIST, DELNET, World Ebook Library are available in the library. It has established various students' clubs, namely, Drama, Dance, Music, Debate, Electronic, Literary, Photography, Quiz, Sports, Creative Writing, Art and Drawing, Mathematics and Electoral Literacy Club. Club activities are undertaken by the charge ship of faculty members and staff.

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

7.3.2 - Plan of action for the next academic year

1. To organize more workshops on Research Methodology, Plagiarism, IPR etc.

2. To organize National/International Conferences by applying through proper funding agencies

3. To organize FDP on teaching-learning process like, Blooms's Taxonomy and its Implications

4. To apply for projects to different funding agencies through Interdepartmental collaborations

5. To open new library section as Childrens' Corner

6. To share contents of Central Library with DELNET

7. To organise workshops on ICT skills for students

8. To organise multiple sports activities

9. To install more LED bulbs and other power efficient equipments

10. To enter into MoUs with Govt and other approved agencies

11. To update the distribution system of water in the campus from maintained water bodies.

12. To undertake various Quality Audits

13. To organise programs on Constitutional obligations, professional ethics for students,teachers, administrators and other staff.

14. To celebrate /organize national and international commemorative days, events and festivals.