YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution BIKALI COLLEGE

- Name of the Head of the institution: Dr. Monoj Gogoi
- Designation: Principal
- Does the institution function from its own campus?: Yes
- Phone no./Alternate phone no.: 8133874116
- Mobile No: 7002777137
- Registered e-mail: bikalicollege@gmail.com
- Alternate e-mail: bikaliiqac2020@gmail.com
- Address: Bikali College
- City/Town: Dhupdhara
- State/UT: Assamese
- Pin Code: 783123

2.Institutional status

- Affiliated / Constitution Colleges: Affiliated
- Type of Institution: Co-education
- Location: Rural
- Financial Status: UGC 2f and 12(B)

- Name of the Affiliating University — **Gauhati University**
- Name of the IQAC Coordinator — **Dr. Rakhee Naiding**
- Phone No. — **9642286274**
- Alternate phone No.
- Mobile
- IQAC e-mail address — **bikaliiqac2020@gmail.com**
- Alternate e-mail address

3.Website address (Web link of the AQAR (Previous Academic Year) — https://bikalicollege.org/wp-content/uploads/2024/05/AQAR-Bikali-College-2022-23.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: — https://bikalicollege.org/documents/Academic_calendar/ACADEMIC%20CALENDAR%202023-24.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B	2.36	2016	01/09/2016	31/08/2021

6.Date of Establishment of IQAC — **05/02/2009**

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
0	0	0	0	0

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 06

- 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)

i. A One-Week Faculty Development Programme was conducted by IQAC in collaboration with ICT Academy from 21.8.2023. to 26.8.2023.

ii.Screening of Chandrayan 3 Launch for students was organised by IQAC in the college vicinity on 23rd August 2023.

iii. A week long Swacchha Bharat Campaign was coordinated by IQAC from 27th September to 1st October, 2023.

iv. Open Quiz on NEP, 2020 was organised on 20th February, 2024 by IQAC and NEP, Saarthi Bikali College to raise awareness on the newly implemented NEP FYUGP and its features among the students.

v. Bikali College Book Fair was organised by IQAC, Bikali College from 14th to 16th March where an array of academic cum cultural and events to develop entrepreneurial and organising skills of the students were conducted.

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
To conduct more relevant Add-On courses for the students	Add-Ons were offered by different departments such as Mathematics, Zoology, Botany, Economics, English and Bodo.
To activate online feedback system of all stakeholders which will be hosted on the institutional website.	The system has been hosted on the website through our ERP partners Kareng Technologies. Meanwhile, IQAC also collects feedback through Google Form.
To conduct more seminars, workshops and conferences	FDP was organised by IQAC in collaboration with ICT Academy for all full time as well as contractual faculty members
To hold orientation on NEP, FYUGP and Samarth	The IQAC initiated the NEP Saarthi, held orientations on both Samarth and FYUGP for students, staff and parents
To encourage application of research projects among faculty members	Jugal K Talukdar, Assistant Professor, Zoology was awarded research grant from Unnat Bharat Abhiyan for his research pitch onAquarium Making and Ornamental Fish Culture for the Livelihood of the Society Including Institutions

13.Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Governing Body,	Nil

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	**BIKALI COLLEGE**
• Name of the Head of the institution	**Dr. Monoj Gogoi**
• Designation	**Principal**
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• Mobile No:	**7002777137**
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• Alternate e-mail	**bikaliiqac2020@gmail.com**
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• City/Town	**Dhupdhara**
• State/UT	**Assamese**
• Pin Code	**783123**
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• Type of Institution	**Co-education**
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• Name of the IQAC Coordinator	**Dr. Rakhee Naiding**
• Phone No.	**9642286274**

• Alternate phone No.	
• Mobile	
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- Name of the statutory body

Name	Date of meeting(s)
Governing Body,	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	13/03/2024

15.Multidisciplinary / interdisciplinary

The CBCS curriculum and the newly introduced NEP curriculum greatly emphasise multidisciplinary or interdisciplinary learning modes. In keeping with these curricula, Bikali College aims to promote each student's potential through a holistic multidisciplinary approach in its curriculum delivery. The college offers UG programmes in all three streams (Arts, Science and Commerce) and PG programmes in Assamese and Geography. The pedagogy adopted aims at the scientific, social, cultural, political, environmental and intellectual development of the students. Per the syllabus, the students select the regular credit-based courses. In addition, the students can opt for interdisciplinary skill-enhancement courses. The college also offers certificate courses in Sanskrit and computer applications (DCA, ADCA, Tally, Startup etc). Add-on courses on Human Rights, Emotional Skills, Aquariculture and Aquarium Making, Spoken English, Music, Oral History, Vermicomposting etc are offered. Workshops, and seminars on IPR, sericulture, value- based education, cybersecurity, GIS, gender debates are conducted to encourage interdisciplinary learning. The IQAC also introduced interdisciplinary lecture series to encourage exchange of knowledge among different disciplines. Social service activities mediated by NSS, NCC, different cells, clubs and departments play a central role in sensitising students towards health, environmental and social issues.

16.Academic bank of credits (ABC):

As per guidelines of Gauhati University, to which Bikali College is affiliated, students have registered with the Academic Bank of Credits (ABC) from the Academic Session 2023-2024. The IQAC members actively conducted orientation among students to register with ABC and the benefits it offered such as flexibility of entry and exit, credit transfer and so on. Bikali College students are actively encouraged to enrol in online courses offered by SWAYAM-NPTEL, ICT Academy etc. We also boast of being one among very few institutions currently with Active Local Chapter status in SWAYAM-NPTEL in Assam. Faculty members have also been selected to create content for SWAYAM-NPTEL platform. The college also has several MOUs with local universities and linkages with other colleges and hopefully we will be able to create joint courses in the near future.

17.Skill development:

Bikali College believes in focusing on the skill development of

our students to raise competency and prepare them for the job market. The curriculum provides skill enhancement courses besides theory papers. Furthermore, the college has an Entrepreneurship and Skill Development Cell to oversee skill-building initiatives. A seminar on Entrepreneurship: Building a Startup was conducted at Bikali College as well as a Food and Craft Fair by the ESDC. The college has been successfully offering a Digital Literacy programme since 2008 in collaboration with Third Eye Education which offers different computer courses at 50% lesser cost. The college has initiated different courses to develop language skills such as Sanskrit under Central Sanskrit University, Spoken English and Personality Development, Communication Skills. A very active NCC and NSS unit hone all-round skills of participating students.

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

Integrating the Indian Knowledge System (IKS) into higher education is one of the main objectives enshrined in the NEP, 2020. Bikali College also believes in incorporating India's rich cultural heritage, languages, traditional knowledge, and indigenous practices into its educational framework. We believe that this approach will not only enrich the curriculum but also help preserve and promote our diverse cultural and intellectual traditions. Additionally, Bikali College is located in a region rich in culture heritage with speakers of different languages such as Assamese, Bodo, Rabha, Garo, Koch-Rajbongshi, Hajong among others residing in the area. The college has been making attempts to integrate these cultures into the knowledge system through the following measures: a. Multilingual education is practised with medium of instruction being in Assamese and Bodo besides English. The college also offers Certificate Courses in Sanskrit and is gearing up to begin the Rabha Language Certificate Course. b. Incorporating Diverse Indigenous Cultures into the college's curricular and co-curricular activities through cultural exchange activities, field studies, workshops, lectures on traditional and indigenous art, culture, history, etc. c. Bikali College has also made accessible myriad courses on IKS through SWAYAM-NPTEL to its students. Faculty members are also involved in translation of SWAYAM-NPTEL course contents. d. Add on Courses on local thinkers, activists, traditional knowledge and history are introduced from time to time to integrate IKS in the curriculum. e. Collaborations and linkages with Rabha Sahitya Sabha, Bodo Sahtiya Sabha, Assam Sahitya Sabha, Sahitya Akademi, Folklore Society of Assam have been

carried to aid the inclusion of IKS and thereby help its proliferation. f. Awareness programmes on Bodo Language, Rabha Language workshops, Sattriya Classical dance form, Bargeet Workshop, Tibeto-Burman languages, Sattra culture etc are carried out for their integration in the knowledge system as well as their preservation.

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

Bikali College believes in Outcome-Based Education (OBE) and hence the curriculum delivery mechanism is chalked out with OBE being its primary goal. Our attempt is to make the education system student- centric. The entire process involves planning, teaching, and assessment methods that are aligned with clearly defined learning outcomes. The primary aim of OBE is to ensure that students acquire specific skills, knowledge, and attitudes that are essential for their success in their future careers and life. We focus on the inculcation of values, and development of personality, as our outcomes besides results and progression to higher education and placements. The curriculum is fixed by the affiliating university. However, Bikali College also develops its own add- on courses with specific objectives and outcomes. Furthermore, the college also follows different methods of instruction with higher engagement of students to strengthen the course of achieving set outcomes. The process of continuous evaluation is followed with the evaluation system being more and more interactive through group discussions, seminar presentations, open debates etc. The student is given room for continuous improvement. The college is also trying to strengthen its feedback system from multiple stakeholders which will identify gaps as well as bring in new ideas to strengthen the curriculum delivery mechanism.

20.Distance education/online education:

Bikali College is an Active Local Chapter under SWAYAM-NPTEL. The college has been actively encouraging its students to enrol in MOOCS. Bikali College has also launched MA programmes in Political Science and Education through distance mode in partnership with Krishna Kanta Handiqui State Open University (KKHSOU). The college also regularly offers online courses in partnership with ICT Academy. Students have benefitted from webinars, workshops, certifcate courses in professional ethics, digital marketing in collaboration with ICT Academy.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**5**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1825**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**528**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**504**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**51**

File Description	Documents
Data Template	View File

3.2	**51**

Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**45**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**15869571**
4.3 Total number of computers on campus for academic purposes	**110**

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

Bikali College gives utmost emphasis to ensuring effective curriculum delivery. The curriculum delivery is carried out in the following manner.The prospectus is prepared by the e-Prospectus Committee of the college which prepares an easy to follow prospectus each academic year. The Academic Calendar is based on the calendar issued by Gauhati University. The master routine or timetable is prepared by the Routine Committee of the college. The Academic Monitoring Committee holds orientation on syllabus, examinations, CO, PO, code of conduct and facilities available to the students in the college during the first week of each semester. Since 2021, Bikali College has been preparing an ICT-based course plan. All students are assigned individual mentors from the faculty members to ensure maximum support to the learner at an interpersonal level.The assessment process is carried out as stipulated by Gauhati University. Internal examinations are conducted through sessional exams, assignments, practicals, classroom discussions etc.Remedial and Tutorialare provided to slow-learners.The external examination is conducted by the affiliating university. The college takes feedback from the students on completion of each academic year which is collected by

the IQAC. Feedback thus collected is used to prepare strategies to improve the curriculum in the ensuing year.

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

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

Bikali College adheres to the Academic Calendar for smooth delivery of curriculum.The Academic Calendar is based on the calendar issued by Gauhati University. It is included in the college e-prospectus and lists activities, events and programmes to be carried out during the year. The annual events of the academic calendar are carried out in the following manner. The master routine or timetable is prepared by the Routine Committee of the college. The Academic Monitoring Committee holds orientation on syllabus, examinations, CO, PO, code of conduct and facilities available to the students in the college during the first week of each semester. Courses are taught based on ICT-based course plan. All students are assigned individual mentors from the faculty members to ensure maximum support to the learner at an interpersonal level.The assessment process is carried out as stipulated by Gauhati University. Internal examinations are conducted through sessional exams, assignments, practicals, classroom discussions etc.Remedial/Tutorialare provided to slow-learners.The external examination is conducted by the affiliating university. The college takes feedback from the students on completion of each academic year which is collected by the IQAC. Feedback thus collected is used to prepare strategies to improve the curriculum in the ensuing year.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating **B. Any 3 of the above**

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

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

03

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

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

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

19

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

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

451

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

451

File Description	Documents
Any additional information	No File Uploaded
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

The curriculum integrates contemporary and cross-cutting issues and values through the university syllabus, add-on courses, and other academic and co-curricular activities.

Syllabus: The syllabus was upgraded by the affiliating university in 2019 which introduced the CBCS syllabus and in 2023 the university introduced the NEP based syllabus. Both syllabi includes subject matters relevant to ethics, gender, human values, environment and sustainability. The syllabus has courses on gender, feminism, environmental education, etc. Besides the stipulated syllabus the college makes its own effort to include these values through the measures mentioned below:

Add-on, certificates and SWAYAM-NPTEL: The college offers a wide variety of add-on courses which focus on skill development, value education, extension etc. The college runs a course on Aquarium

Making and Aquariculture, computer literacy certificate courses in collaboration with Third Eye Education. The college runs SWAYAM-NPTEL courses offering greater choice to the students in terms of courses on offer. Under the NEP-based FYUGP Bikali College is preparing for credit transfer of the SWAYAM-NPTEL courses pursued by the students.

Co-curricular activities: Bikali College has a vibrant campus with a number of functional clubs, cells, societies which conduct different programmes engaging the students in a host of co-curricular activities.

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

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

15

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

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

992

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

C. Any 2 of the above

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

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://bikalicollege.org/wp-content/uploads/2024/08/Feedback-Report-and-ATR-2022-23.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 sanctioned seats during the year

1128

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

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

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

278

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

2.2 - Catering to Student Diversity

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

Bikali College aims at holistic development of students, catering to the learning levels and needs of students. Departments need to ensure that each student get the opportunity to develop regardless of talent, abilities and socio-economic backgrounds.

Identification of slow as well as advanced learners

- **Classroom Behaviour**
- **Exam Performance**
- **Participation in co-curricular activities**
- **Observation of the mentor**

Strategies for slow learners

- **Individual counselling through mentoring**

• Encouragement to participate in co-curricular activities

• Tutorial and remedial class

• Individualized and simplified instruction

• Using more of audio-visual aids, hands-on learning, and suitable learning material

• Positive reinforcement and an inclusive classroom environment

• Collaborative Learning Approach

• Alternative evaluation and assessment through oral presentations rather than written examination

• Provide constructive feedback

• Parental and alumni engagement through mentor.

Strategies for advanced learners

• Encourage participation in co-curricular activities

• Leadership roles in class projects, clubs, cells, society activities

• Encouragement them to take the lead in study groups, peer teaching and assessment

• Innovation instruction methods such as complex study material, research projects, advanced readings, complex assignments to encourage critical thinking, problem- solving, and analytical skills

• Project-based and experiential learning

• Differentiated academic counselling

• Incentives such as awards and scholarships to recognize their achievements

SOP:

i. Each teacher has to identify their fast and slow learner in the course they teachand take appropriate action as per the strategies

stated above.

ii. Prepare slow learners file year wise.

iii. Prepare advanced learners file year-wise.

File Description	Documents
Link for additional Information	**Nil**
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
1825	**51**

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

Holistic development of students, connecting learning activity with practical life so that students become a responsible citizen of society, develop a sense of responsibility, critical thinking and problem-solving are educational goals which are taken seriously by Bikali College. For the realisation of pre-determined learning objectives and inculcation of these values, the department and teachers of Bikali College adopt the following methods. Field study and projects are undertaken by the students to provide experiential learning to the students and to relate the contents of curriculum to the practical life, opportunities to observe, explore and examine practically. Lab-based experiment for science students and various psychological experiment are carried out. Participative learning such as group discussion, presentation, peer teaching, collaborative learning are incorporated. Students' participation in extension activities organised by different cells, club and society to inculcate a sense of community work and understand the local issues etc. Students are encouraged to participate in various co-curricular activities organised by the college.Bank professionals, industry

professionals are invited to talk and deliver lectures so that students get benefitted through interaction and practical based experience and equipped the students with the latest updates in different field. Online courses are offered through SWAYAM-NPTEL courses.

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

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

Bikali College classrooms are well equipped with digital learning and ICT-based facilities. Classrooms and conference rooms are equipped withwhiteboard, green board with microphone , smart board, LCD projector etc.

Online assessment system such as Quizziz are used. Students are also assessed through PPT presentations.

Classes are conducted in blended mode through Google Meet. It is observed that students are also increasingly using Google Meet to share e-resources, ideas and hold academic discussions.

Both teachers as well as students are seen to be increasingly using AI. Hence the IQAC plans to hold workshops on the ethical use of the same.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://bikalicollege.org/documents/NAAC-Criteria-IV/4.1.1/ICT%20Enabled%20Facilities.pdf

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

60

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
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

51

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

13

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

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

2.4.3.1 - Total experience of full-time teachers

514

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

2.5 - Evaluation Process and Reforms

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

The college lays emphasis on Continuous and Comprehensive Evaluation (CCE). As a college affiliated to Gauhati University, the college strictly abides by the guidelines set by the university for conducting both internal and external examinations. Following is the process highlighting the mechanism of assessment. As mentioned in Criteria 1.1.1 the collegs follows a systematic curriculum delivery mechanism. The assessment process is one of the most important aspects of the curriculum delivery and the outcomes. Thus, the college ensures that the mechanism is transparent as well as efficient as shown below:

Separate Examination Committee under a Coordinator is constituted for conducting the examination smoothly and looking after all examination related matters. Students are acquainted with marks earmarked for internal examination through departmental orientation and general orientation programme. Notices are also published by college authority regarding the attendance required for appearing in the semester examination

Internal assessment:

Sessional examinations are conducted either by the concerned department and/or examination committee. Dates are fixed in compliance with the academic calendar of the college prepared based on Gauhati University.Besides the sessional exam, students are evaluated through group discussions, presentation, seminars. Practical examination is evaluated by an expert appointed by the concerned authority or affiliating university.

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

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

Students’ examination related grievances pertinent to sessional examination are addressed by Bikali College authority with utmost care. The Head of the Departments are required to address the grievances of students studying the subjects. If any discrepancy is found, correction is to be done and resolved at departmental level. The grievances which cannot be resolved by the Departments are to be addressed by the Examination Committee and the College Authority. The records of students’ performance in internal evaluation and End Semester examination are to be maintained by all department for each academic year. The Examination Committee will review the policy every year and any required changes will be incorporated as and when necessary, as per the guidelines of Gauhati University.

As for final examination related grievances, students are advised and counselled on the process as prescribed by the affiliating university. The students applications are recorded and submission facilitated by the college administration.

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

2.6 - Student Performance and Learning Outcomes

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

The learning experience are provided to the students based on the pre-determined course objectives and is assessed in terms of learning outcomes including knowledge, skills and values acquired by the students, thus facilitates the scope for identifying the gaps. Bikali College being an affiliated to Gauhati University is required to follow the syllabus prescribed by the Gauhati University. Gauhati University clearly outline the Outcomes of Courses. The college alongside adhering to prescribed syllabus,

strives to provide outcomes-based education emphasizing on the POs and COs. The college ensures that all stakeholders are made aware of Programme Outcomes and Course Outcomes of all programme offered in college The programme outcome and course outcomes are displayed on Departmental Notice board and college website. The syllabi of all courses are made available both offline and online.The programme and course outcomes are discussed and made familiar among the students through general orientation programme of college and classroom discussion by respective departments and course teachers. The College expects the faculty to plan the course keeping in mind the core components of POs, COs and PSOs and Bloom's Taxonomy.

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

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

Programme Outcome and Course Outcome are evaluated following different mechanism. Course outcome attainment is measured directly based on the performance of students in end semester examination and internal examination.

Direct Mechanism: Internal Assessment (IA)+ End semester examination (ESE)

Internal Evaluation: The internal evaluation of students is done through sessional exams and other assessment technique used by the department such as seminar/group discussion, presentation, home assignment, field work, performance in cocurricular activities. The departments need to ensure that sessional exam questions and other assignments are mapped to COs and maintain the record of the performance of the students.

End Semester examination: The end semester examination is held as per the notification issued by affiliating university. The affiliating university publishes the results and share the same with the college authority. Students’ performance in both internal

and end semester examination is evaluated by the department and the Academic Monitoring Committee and discussed in academic meetings so that overall attainment of the CO can be traced. The students' performance in both internal and end semester evaluation reflect the attainment of COs.

Each department analyse the performance and the result of the students.

Indirect attainment is done through exit survey. The college collect the feedback from the students and the responses to be analysed for assessing the attainment of PO and CO. The feedback mechanism indicates the attainment of Programme and Course Outcomes. The college submit feedback analysis report to competent authority. College takes corrective measures based on feedback.

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

2.6.3 - Pass percentage of Students during the year

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

410

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

2.7 - Student Satisfaction Survey

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

https://bikalicollege.org/wp-content/uploads/2024/08/Feedback-Report-and-ATR-2022-23.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)

00

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

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

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

00

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

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

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

during the year

20

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

3.2 - Research Publications and Awards

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

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

05

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

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

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

04

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

3.3 - Extension Activities

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

Bikali College has been undertaking regular extension and outreach initiatives during the assessment period. Infact Bikali College’s best practices are oriented towards extensive extension and outreach initiatives in step with the Sustainable Development Goals. The college’s extension initiatives are multifold. Firstly, the college has several bodies such as NSS, NCC, Extension Cell, Women’s Cell, Vasundhara Nature Club that undertake social services in the field of women empowerment, literacy programmes, cleanliness campaigns, environmental conservation, awareness on social ills and imparting constitutional values. Bikali College is also a beneficiary of the Ministry of Education’s flagship Unnat Bharat Abhiyan scheme. Under this scheme, the college has adopted a total of five revenue villages- Kathakuthi-Pt I, Dighali Pt-I, Maslam Pt-I, Dighali Pt-II, Dhupdhara Pt-II As such, the college and its different units have resolved to undertake different extension and outreach initiatives in these villages.

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

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

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

00

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

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

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with

industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

19

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 last year (Data Template)	View File

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

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

795

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

3.4 - Collaboration

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

22

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

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

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

14

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
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.

The college has a sprawling green campus that extends and sprawls out in consonance with the rural environment. At present, the college built-up area is 32953 sq.mtrs. The College ensures adequate availability of physical infrastructure in the form of equipments, books, ICT facilities, consumables, furniture, and teaching aids.Classrooms are with digital learning and ICT-based facilities have whiteboard, green board with microphone, smart board, LCD projector etc. The College has a round table conference room and a conference hall with 100 and 200 seating capacities respectively. The new conference cum seminar hall is designed with beautiful infrastructure, fully air-conditioned with LCD projector. The college has a multi-utility sports centre that regularly organized various games under concerned coordinators and mentors. Football playground, Volleyball court, Cricket ground and Badminton court and other practice ground for archery are also available. The multiutility sports centre also houses an indoor stadium, gym and a yoga centre. It is equipped with variousfacilities, equipment, and amenities to promote physical activity, fitness, and sportsmanship among students,faculty members, and staff. In addition to sports facilities, indoor stadiums also include fitness and training facilities such as

gyms, weight and exercise areas.

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

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

Bikali Collegehas an auditorium which is used when conducting cultural activities. Open air programmes are also conducted in different premises of the sprawling college campus as and when required. The college has a multi-utility sports centre where various games are organised regularly under concerned coordinators and mentors. Football playground, Volleyball court, Cricket ground and Badminton court and other practice ground for archery are also available. Besides, the College also has a mini stadium that facilitates various games programmes such as Relay Race, Marathon, Running raceetc. In addition to sports facility the multiutility sports centre also houses an indoor stadium, gym and yoga centre. TheGymnasiumhas a Power Rack, Stationary Bike, and Treadmill, to name a few. Students must register themselves with a minimal one-time registration fee to enroll themselves. Users may avail the facility under the proper care and guide of physical instructor. Cycling, Weightlifting, Shoulder machine, Tread Mill, barbells, Dumbbell, Yoga Mats, Mirror, Weight Machine and First Aid is available.Our institution regularly conducts yoga practices and a yoga center has been accommodated in the indoor stadium itself. Students do yoga practices regulalry and celebrate world Yoga Day every year.

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

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

13

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

13

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

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

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

15869571

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

4.2 - Library as a Learning Resource

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

The College has a well –equipped Digital Library which caters tothe students providing learning materials andgaining more information immediately through online mode. The digital library also have available sets of question papers of last 5 years along with study materials available as e-form. Students can easily access by visiting the websites. Digital Library preserves and enables easy and open access to all types of digital content including text, images, moving images, mpegs and data sets and makes it available to the entire scholarly community in open access. The Digital Library is set up on Cloud based system and users can access it 24×7 whenever they need. Users can access by clicking the following link:

http://bikalicollege.digitallibrary.co.in/

Library Services Available:

OPAC Facility, Reprographic Facility, PHOTOCOPIER POINT, Information Display, Book Bank facility, CAS (Current Awareness Service), Reference Service, User Education Library provides free Competitive Examinations study materials to all the students as well asother users. The college library has two separate websites for users to access the required content from the websites easily

For Library section : https://bikalicollegelibrary.org/

For Digital Library section- http://bikalicollege.digitallibrary.co.in/

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

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

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

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

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

3,83,333

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

65

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

4.3 - IT Infrastructure

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

Bikali College attempts to regularly update its IT facilities as per the demands and requirements of the college fraternity. The institution has the following mechanism to ensure that IT facilities are not just upgraded but also maintained and that there is optimum use of the same. 1. The college has an ICT Development and Maintenance Cell which ensures that ICT needs of the institution are updated as well as met and properly maintained. The cell also conducts training of the teaching and non-teaching staff on emerging ICT tools and ensures that the resources are properly utilised. 2. The college has also initiated two new committees, Classroom Development and Campus Infrastructure Maintenance and Development Committeewhich besides other functions also look into the ICT requirements of the classrooms and overall campus so that ICT resources are upgraded and there is optimum use of the same by college fraternity. 3. The college has an MoU with Kareng Technologies for all its IT needs. 4. Of late, the college administration has started an e-office initiative in line with the Digital India initiative and use of ICT based official communication reducing paper communication to a minimum. 5. The college currently uses SOUL 3.0 version for the computer software. 6. The college uses BSNL LAN connection and

provides Wifi facility in the library and administrative building for use by students, faculty and staff. 7. The college also uses social media platform and has also recently opened an account on X(formerly Twitter) to highlight news and communication of the institution.

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

4.3.2 - Number of Computers

110

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

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

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

15869571

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.

The institution has a well-functioning and decentralised mechanism to look into the maintenance and utilization of all facilities provided by the institution. If one looks at theOrganogram of the institution, the link of which is provided below, it is evident that Bikali College has an established system for the same. All facilities and their use are also strictly supervised by the Head of the Institution. 1. For the maintenance and utilisation of the physical resources such as classrooms, auditoriums, seminar halls, playgrounds, gyms etc the Principal alongwith supporting committees such as the Purchase Committee, Construction Committee, Classroom Development Committee, Games and Sports Infrastructure Development Committee monitor and maintain the physical infrastructure following standard rules and regulations. The institution has ramps and fire extinguishers and escape plans in case of calamity. 2. The classrooms and labs are well equipped with learning tools and aid.The teachers use ICT based course plans, whereby learning and assessment methods are also done conducted using ICT tools besides traditional tools. The students are required to make PPT presentations and create educational reels. 3.. The college has an ICT Development and Maintenance Cell which ensures that ICT needs of the institution are updated as well as met and properly maintained. The cell also conducts training of the teaching and non-teaching staff on emerging ICT tools. 4. The library of the college is equipped with books, journals, magazines, learning material catering particularly to competitive exams, Nlist, Wifi. The library committee ensures full utilisation of resources.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1423

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

00

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

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://bikalicollege.org/academics/add-on-and-certificate-courses/
Any additional information	No File Uploaded
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

381

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

381

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

14

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

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

5.2.2.1 - Number of outgoing student progression to higher education

42

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

02

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

5.3 - Student Participation and Activities

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

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

01

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 university/state/national/international level (During the year) (Data Template)	View File

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

The institution emphasizes on student's overall personality development in addition to disposing course oriented education. Therefore, it has developed a specific process with norms so as to facilitate students' representation and engagement in various administrative, co-curricular and extra-curricular activities. Students' representation and engagement in specific activities are as follows.

1. The institution has different students' bodies such as Bikali

College Students Union, Bodo Literary Society and Rabha Literary

Society. The student representatives are given responsibility to conduct extra curricular activities through these bodies under supervision of the assigned faculty members.

2. Student representatives are engaged with responsibility in various events such as seminars, workshops, cultural and sport activities.

3. During new admission, organizing academic events the institution facilitates students involvement in helping administrative as well as management work of the office.

4. The student representatives help in maintaining discipline of the college. They help the college authorities if and when demand arises.

5. The students are engaged in YUVA Tourism Club, Sports Cpub, Electoral Literacy Club, NEP Saarthi, Vasundhara Nature Club, Scientia Quiz and Debate ClubNSS, NCC etc which gives students platform to hone their skills.

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

15

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

The Bikali College Alumni Association is a registered organisation. In the year 2023-24 the Alumni Association conducted a Free Computer Course for school students as part of Bikali College's Digital Literacy Mission.

The Alumni Association also held several rounds of meetings with the IQAC, Bikali College to chalk out further plans to contribute to the development of the college.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the institution has developed a goal-centric mechanism which is transparent and reflective to its vision and mission. The mechanism is evolved as an effective governance system to generate knowledge and wisdom for achieving excellencein higher education as it seeks to inculcate high moral values along with unity and integrity for nation building through initiations of educational progress. On this perspective, the governance takes a shape of operational organic body. This body is comprised of the Governing Body (GB), the Principal and his office staff, the teaching faculties, Librarian and his staff, bodies of other stakeholders and different student bodies. The core objective of the institution is to provide educational service as per norms set by the affiliating university followed by inculcation of human values required for the society and the nation.The GB and the Principal set perspective plans for efficient administration in all spheres with the tune to offer facilities both for learners and teachers up to the level best. The IQAC acts as complementary to the administrative process and communicate all plans and programmes to the operative stake holders. The departmental heads along with the respective faculties and different bodies enjoy provisions for decision making and implementing academic as well as co-curricular programmes.

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

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

Aiming to maximize decentralized and participative management and inculcate leadership quality, the institution organizes various programmes. These programmes are implemented through different cells and sub-committees as reflected in the Organogram. All decision making is decentralised and are taken with consultation of all stakeholders.

Academic activities: In addition to normal academic activities, faculties are given responsibility of organizing departmental seminars, workshops, symposia, group discussion, lecture series etc. The academic committees are in charge of planning and executing the academic actvities.

Cultural activities: The faculty members and the members of Bikali College Students' Union organize various cultural programmes in the institution. The participants perform programmes not only in the college competition but also participates programmes organized by the affiliating university and other government agencies.

Sports activities: The Bikali College sports club along with the union secretaries are assigned to carry out responsibility of sport activities organized in the college and also outside such as inter-college competitions, interdistrict competition etc.

Outreach programmes: The college authority as well as departments, cells, clubs and committees and students involve themselves in various outreach programmes related to academic and co-curricular activities.

Administrative Mechanism: In Bikali College the authority has a distributive and participatory model of administrative structure. There are separate Purchase, Construction Committees which ensure transparency in the financial matters. Academic Council and Staff Council and various other committees esnure smooth decentralised administration.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution gives quality education the top priority and so it emphasizes on strategy development and deployment of plans with requisite resources. To achieve the objective, IQAC at the beginning of every session chalks out the year-long programme. The IQAC has considered following objectives for the year:

i. Developing requisite competencies amongst students of the college to equip them to be competition ready

ii. Inculcating constitutional and other values

iii. Greater emphasis on ICT-based teaching and learning.

iv. The instiution is to work on research and knowledge production and documentation activities in the Goalpara region.

v. To carry out more extension activities so that the college becomes a centre of development in the area.

With these objectives at the centre, the college has taken

initiatives such as:

i. Career Counselling, Mentorship, mental health counselling is provided to individual students to understand each students'

need and provide guidance.

ii. ICT based learning has become common and normalised among students as well as faculty and staff.

iii. The college conducts different commemorative programmes and

cultural events with active participation of students which aid

inculcation of nationalist, gender related and environmental

preservation related values among students.

iv. Extension activities in local schools, adopted villages and local community are conducted regularly.

v. A Research and Development Cell has been insituted which has been carrying out workshops and research related initiatives. The authority also plans to awardincentives to faculty members publishing in scopus and Web of Science journals.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://bikalicollege.org/wp-content/uploads/2024/08/IDP-for-website.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.

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures etc. The Governing Body of the institution acts as the top administrative body to set policies and plans in respect to appointment and service rules, procedures etc. To foster to the academic, extra- curricular and infrastructural facilities the IQAC along with

the Principal chalks out a plan of action each year. All these are transacted through the Principal who implements them through various internal stakeholders. To achieve the goals of the institution it frames necessary constituent bodies to decentralize function and effectively materializes the policies and plans for smooth running of the administration of the institutions. The Principal distributes the work load to the administrative staff and the academic issues are handled through the academic committee and the other bodies under the supervision of the Principal. In regards to extra curricular, co-curricular, extension education and career counselling separate bodies are constituted under the ex officio chairmanship of the Principal. In this way the student related issues are dealt under the supervision of a committee. A number of sub committees transact all matters in such a way that a corporate system works to link parents, public, students, teachers and alumnus, the college authority, and respective agencies including the Governing Body, the Government, the UGC, NAAC etc. Both teaching and non-teaching staff are appointed as per government rules and regulations.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	https://bikalicollege.org/about/organogram/
Upload any additional information	**No File Uploaded**

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	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

The institution has effective welfare measures for teaching and non-teaching staff. Although there are no specific welfare schemes for teaching and teaching staff at the institutional level, it avails the required welfare benefits as per the provisions of the Government of Assam. The institution provides certain facilities for smooth running. The effective welfare measures by the Government are followed by the institution have for its teaching and non-teaching staff. The various welfare schemes are as follows: 1. Medical Allowance 2. Maternity benefits as per norms 4. Child Care Leave 5. The non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program. The following facilities are also provided to employees for efficient functioning: 1. 24 hour power back-up (100%) through generators 2. Wi-Fi facility. 3. Workspace 4. Canteen 5. Identity cards 6. Sports and Gym facilities In order to encourage the young faculty to pursue research career seed money has been announced for research, the proposals of which which will be scrutinised by the Expert Committee selected by the Research and Development Cell.The IQAC conducts different academic orientation and training programmes free of cost for the faculty members to enhance learning and personal development. Mental health of the staff is also taken into due consideration and the institution plans to initiate mental health counselling for staff as well. Recreational programmes are also conducted by the IQAC and administration to provide healthy working atmosphere among the staff. The staff is encouraged to give suggestions and regular feedback to improve the welfare measures in the Institution.

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

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

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

00

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

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

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

01

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	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

42

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The IQAC has instituted a Self-Appraisal system for the teaching staff in the sanctioned posts only from the academic year 2022-23 and is continuing the same in 2023-24.

Following Samarth portal regulation introduced in 2023, the appraisal is now overseen through the Samarth for all staff-teaching and non-teaching.

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

6.4 - Financial Management and Resource Mobilization

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

All the funds received from various sources are properly utilized after prior approval from the Governing Body of the college. The annual budget of the college is also placed before the Governing Body and it is implemented after approval from the body. At the end of each year, an audit is carried by a professionals hired from CA firm.

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

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

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

00

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

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

Major sources of institutional funding and resources:

- **Government Grants from UGC**
- **RUSA and such other bodies**
- **Fees collected from the students**
- **Contribution from charitable organisations such as Bikali Mouza Unnayan Samiti a local committee for socio-economic development of Dhupdhara area.**

The authority as well as IQAC are also working on faculty members to apply to research projects from UGC, ICSSR, CSIR, and different government agencies.

The different MoUs signed between and among other institutions also attempt to mobilise grants, academic support as well as ensure optimum utilization of funds and resources.

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

6.5 - Internal Quality Assurance System

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

The IQAC has undertaken the following measures in the year 2023-24 to contribute quality assurance.

i. The IQAC in collaboration with ICT Academy organised a weeklong FDP on Communication and Teaching Skills for all full time as well

as contractual faculty members.

ii. The IQAC completed the academic and administrative audit for two consecutive years 2021-22 and 2022-23 whose full report was received in 2023.

iii. The IQAC took charge of orientation on FYUGP, NEP for students. The IQAC also initiated the NEP Saarthi programme to generate more awareness among students on NEP.

iv. The IQACconducted orientations on Samarth portal and its use for self-appraisal for the benefits of teaching and non-teaching staff.

v. The IQAC applied for the 4th cycle of NAAC acceditation during the academic year 2023-24.

vi. The IQAC also conducted the Bikali College Book Fair, a three day extravaganza from 14th to 16th March for the benefits of students and local community alike.

vii. The IQAC team also took measures to continue its SWAYAM NPTEL Active Local Chapter and ensured its popularity among students.

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

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

IQAC, Bikali College is committed to seeing to proper implementation of modern, productive, and innovative teaching and learning methods. Orientation Programme is conducted for the students newly admitted to the institution. They are made aware of the rules and regulations of the college, syllabus and the facilties in place. Students are encouraged to participate in various cocurricular activities conducted bythe different societies/cells of the college. The HoDs and IQAC ensure that their classes are held regularly and the attendance of the students is monitored. The IQAC ensures regular examinations and assessments to measure the outcomes of the courses taught in the

college. Remedial classes are given as and when required. To review the effectiveness of the teaching-learning process of the institution feedback is collected from the final year students annually. These feedback forms are analyzed and as per the analysis the Principal shares the feedback with individual faculty where and when improvement is required to enhance the quality of the teaching-learning process. One of the major initiatives taken this academic year by the IAQC is the pushtowards digital learning and assessment due to the situation created by the pandemic. The IQAC has taken initiatives to promote online learning, teaching, and assessment. The faculty members are encouraged to take classes through blended mode, PPT presentations in classrooms, use of ICT in preparation, and submission of assignments. The IQAC also monitors the Mentorship Programme which looks at the allround development and issues if any of students and provide individual care.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://bikalicollege.org/naac/aqars/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
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

i. Gender Audit conducted.

ii. Annual Conference of the Lekhika Samaroh (Women Writers Forum) was organised in the college on 23.7.2023 by the Lekhika Samaroh and Women's Cell, Bikali College.

iii. The Women's Cell in collaboration with Research and Development Cell released their book Gender Discourse: Issues on Equality and Empowerment with a Special Lecture by Prof. Polly Vauqueline, Professor, Women's Studies, Gauhati University and a Book Discussion on 7.12.2023.

iv. Women's Day Lecture on Gender Oppression and Women's Resistance Movements was organised on 9.3.2024 by Women's Cell with resource person Junu Borah.

v. Awareness on POSH and POCSO was organised on 7.6.2024 by Internal Committee, Bikali College with resource person Advocate Debojit Adhikary.

File Description	Documents
Annual gender sensitization action plan	i. Programme to be conducted in a local village on Legal Awareness on Violence against Women, ii. Training Programme for Self-Defence for Girl students to be conducted in collaboration with Students' Union Girls' Common Room Secretary, iii. Awareness Programme on Prevention of Children from Sexual Offences(POCSO) and Prevention of Sexual Harassment (POSH) in collaboration with ICC, Bikali College, iv. 5 Day Workshop to be conducted by Women's Cell to develop leadership qualities among the girl students., v. Publication of ISBN book on Women Leaders of Goalpara district by Women's Cell.
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	a. CCTV camera throughout the campus. b. Security Guard for the campus. c. Night chowkidar for the Girls' Hostel. d. Active Internal Committee, Grievance Redressal Committee, Anti-Ragging Cell as well as Girls' Common Room secretary. e. Counselling and awareness on POSH, POCSO, conducted. f. Mental Health and psychological counselling available. g. Separate common room available for girl students. h. Day care center for nursing mothers and their children.

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	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college has the following facitities for management of degradable and non-degradable waste.

i. There are organic waste pits in several locations of the college for organic waste collection.

ii. The organic waste thus collected are used in the vermicomposting facility available in the college nursery.

iii. The college has an MOU with Dayal Enterprise, Boko for collection of plastic waste for recycling.

iv. The waste from kitchens of the messes are used in kitchen gardens.

v. Liquid waste are properly managed through septic tanks.

vi. E-waste is collected in the E-waste room for recycling as and when possible.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://bikalicollege.org/documents/NAAC-Criteria-VII/7.1.2/Geotagged%20photos%20of%20facilities%20final.pdf
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

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 with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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

A. Any 4 or all of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

A. Any 4 or all of the above

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

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

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

Bikali College in order to provide an inclusive environment and create a culture of tolerance runs the following activities:

i. The college has two vibrant societies of local tribal communities- the Rabha and Bodo Literary Societies.

ii. The college conducted iftar to bring communal belongingness and harmony among the students, as there are a good number of Muslim minority students in the college.

iii. The college also initiated a Rabha Language workshop to encourage learning of Rabha, a tribal language among its students.

iv. The college has facilities for physically disabled students such as Scribes, walker, wheelchair, ramps.

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

Bikali College conducts several programmes throughout the year to sensitise the students, staff and society on the constitutional obligations such as values, rights duties and responsibilities of the citizens. Some of the important activities are as follows:

i. Independence Day

ii. Anti-Tobacco Pledge

iii. Gandhi Jayanti

iv. Blood Donation Camp

v. National Constitution Day

vi. Special Camp for Universal Enrolment of Eligible Citizens in Electoral Roll

vii. National Voters Day Pledge

viii. Our Vote, Our Right Rally and Awareness

ix. Awareness on POSH and POCSO

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts D. Any 1 of the above

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

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

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

The college celebrates the following national and international commemorative days:

i. Independence Day

ii. Sports Day

iii. Teachers' Day

iv. NSS Day

v. Literacy Day

vi. Tourism Day

vii. Swacchh Bharat Campaign

viii. Gandhi Jayanti

ix. World Animal Day

x. Mental Health Day etc

The college ensures the conduct of these commemorative days and events through its various cells, clubs, departments. The activities are added to the annual Academic Calendar each year and tasks assigned accordingly so that the events are organised in a smooth manner.

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.

1. Title of the Practice: Digital Literacy Mission

2. Objectives of the PracticeEnsure students are proficient in using basic computer applications

3. The ContextGiven the widespread application of computers, they have become indispensable in our rapidly evolving society. Additionally, the growing online marketing sector demands technically adept workers who are well-versed in digital tools. To address this need, Bikali College launched an initiative to provide computer education to its students at aconcessional rate i.e. half the rate of the professional institutes, partnering with Third Eye

4. The PracticeTo promote digital literacy, the college offers a variety of courses, including:1.Diploma in Start-Up for Beginners (3 Months) 2.Diploma in Start-Up & Desktop Publishing (6 Months) 3.Diploma in Programming with C Language (6 Months) etc

5. Evidence of Success

Students have successfully completed the course and are now employed in the banking sector, law, education and several are

self-employed running their own cyber training centres.

6. Problems Encountered and Resources Required

Maintaining a reliable internet connection and other essential infrastructure is critical for effective teaching, especially for courses involving online components or advanced software.

Note: Best Practice-II has been shared through the document uploaded herewith due to lack of sufficient number of words allowed.

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

7.3 - Institutional Distinctiveness

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

Institutional Distinctiveness of Bikali College: Aquarium Making and Aquaculture

Introduction

Bikali College, located in the southwestern part of Assam, is dedicated to fostering educational excellence and holistic development among its students. In line with its vision to become a premier institution, the college has introduced the "Aquarium Making and Aquaculture" course, which stands out as a distinctive programme aimed at equipping students with practical and entrepreneurial knowledge in the field of aquaculture. This innovative course not only enhances academic learning but also addresses the growing demand for skilled professionals in the ornamental fish industry, thereby contributing to the economic development of the region.

The primary objectives of the Aquarium Making and Aquaculture course are as -Hands-on Training,Biodiversity Awareness of the fishes,Water Quality ManagementandDisease Management of the aquariaand developingEntrepreneurial Skills of the students and local community.

Outcomes

1.Skill Development: Students acquire practical skills in aquarium construction, fish breeding and management, enhancing their employability.

2.Entrepreneurship Opportunities: Graduates are equipped to start their own aquaculture businesses, contributing to local economic development and job creation.

Community Engagement is fostered.

4.Conservation Awareness: Students gain insights into the importance of conserving indigenous fish and their habitats, aiding environmental sustainability.

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

Bikali College gives utmost emphasis to ensuring effective curriculum delivery. The curriculum delivery is carried out in the following manner.The prospectus is prepared by the e-Prospectus Committee of the college which prepares an easy to follow prospectus each academic year. The Academic Calendar is based on the calendar issued by Gauhati University. The master routine or timetable is prepared by the Routine Committee of the college. The Academic Monitoring Committee holds orientation on syllabus, examinations, CO, PO, code of conduct and facilities available to the students in the college during the first week of each semester. Since 2021, Bikali College has been preparing an ICT-based course plan. All students are assigned individual mentors from the faculty members to ensure maximum support to the learner at an interpersonal level.The assessment process is carried out as stipulated by Gauhati University. Internal examinations are conducted through sessional exams, assignments, practicals, classroom discussions etc.Remedial and Tutorialare provided to slow-learners.The external examination is conducted by the affiliating university. The college takes feedback from the students on completion of each academic year which is collected by the IQAC. Feedback thus collected is used to prepare strategies to improve the curriculum in the ensuing year.

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

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

Bikali College adheres to the Academic Calendar for smooth delivery of curriculum.The Academic Calendar is based on the calendar issued by Gauhati University. It is included in the college e-prospectus and lists activities, events and

programmes to be carried out during the year. The annual events of the academic calendar are carried out in the following manner. The master routine or timetable is prepared by the Routine Committee of the college. The Academic Monitoring Committee holds orientation on syllabus, examinations, CO, PO, code of conduct and facilities available to the students in the college during the first week of each semester. Courses are taught based on ICT-based course plan. All students are assigned individual mentors from the faculty members to ensure maximum support to the learner at an interpersonal level.The assessment process is carried out as stipulated by Gauhati University. Internal examinations are conducted through sessional exams, assignments, practicals, classroom discussions etc.Remedial/Tutorialare provided to slow-learners.The external examination is conducted by the affiliating university. The college takes feedback from the students on completion of each academic year which is collected by the IQAC. Feedback thus collected is used to prepare strategies to improve the curriculum in the ensuing year.

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

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

03

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

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

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

19

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

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

451

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

451

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

The curriculum integrates contemporary and cross-cutting issues and values through the university syllabus, add-on courses, and other academic and co-curricular activities.

Syllabus: The syllabus was upgraded by the affiliating university in 2019 which introduced the CBCS syllabus and in 2023 the university introduced the NEP based syllabus. Both syllabi includes subject matters relevant to ethics, gender, human values, environment and sustainability. The syllabus has courses on gender, feminism, environmental education, etc. Besides the stipulated syllabus the college makes its own effort to include these values through the measures mentioned below:

Add-on, certificates and SWAYAM-NPTEL: The college offers a wide variety of add-on courses which focus on skill development, value education, extension etc. The college runs a course on Aquarium Making and Aquariculture, computer literacy certificate courses in collaboration with Third Eye Education. The college runs SWAYAM-NPTEL courses offering greater choice to the students in terms of courses on offer. Under the NEP-based FYUGP Bikali College is preparing for credit transfer of the SWAYAM-NPTEL courses pursued by the students.

Co-curricular activities: Bikali College has a vibrant campus with a number of functional clubs, cells, societies which conduct different programmes engaging the students in a host of co- curricular activities.

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

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

15

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

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

992

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

1.4 - Feedback System

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

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://bikalicollege.org/wp-content/uploads/2024/08/Feedback-Report-and-ATR-2022-23.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 sanctioned seats during the year

1128

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

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

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

278

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

2.2 - Catering to Student Diversity

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

Bikali College aims at holistic development of students, catering to the learning levels and needs of students. Departments need to ensure that each student get the opportunity to develop regardless of talent, abilities and socio-economic backgrounds.

Identification of slow as well as advanced learners

• Classroom Behaviour

• Exam Performance

• Participation in co-curricular activities

• Observation of the mentor

Strategies for slow learners

• Individual counselling through mentoring

• Encouragement to participate in co-curricular activities

• Tutorial and remedial class

• Individualized and simplified instruction

• Using more of audio-visual aids, hands-on learning, and suitable learning material

• Positive reinforcement and an inclusive classroom environment

• Collaborative Learning Approach

• Alternative evaluation and assessment through oral presentations rather than written examination

• Provide constructive feedback

• Parental and alumni engagement through mentor.

Strategies for advanced learners

• Encourage participation in co-curricular activities

• Leadership roles in class projects, clubs, cells, society activities

• Encouragement them to take the lead in study groups, peer teaching and assessment

• Innovation instruction methods such as complex study material, research projects, advanced readings, complex assignments to encourage critical thinking, problem- solving, and analytical skills

• Project-based and experiential learning

• Differentiated academic counselling

• Incentives such as awards and scholarships to recognize their achievements

SOP:

i. Each teacher has to identify their fast and slow learner in the course they teachand take appropriate action as per the strategies stated above.

ii. Prepare slow learners file year wise.

iii. Prepare advanced learners file year-wise.

File Description	Documents
Link for additional Information	Nil
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
1825	51

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

Holistic development of students, connecting learning activity with practical life so that students become a responsible citizen of society, develop a sense of responsibility, critical thinking and problem-solving are educational goals which are taken seriously by Bikali College. For the realisation of pre-determined learning objectives and inculcation of these values, the department and teachers of Bikali College adopt the following methods. Field study and projects are undertaken by the students to provide experiential learning to the students and to relate the contents of curriculum to the practical life, opportunities to observe, explore and examine practically. Lab-based experiment for science students and various psychological experiment are carried out. Participative learning such as group discussion, presentation, peer teaching, collaborative learning are incorporated. Students' participation in extension activities organised by different cells, club and society to inculcate a sense of community work and understand the local issues etc. Students are encouraged to participate in various co-curricular activities organised by the college.Bank professionals, industry professionals are invited to talk and deliver lectures so that students get benefitted through interaction and practical based experience and equipped the students with the latest updates in different field. Online courses are offered through SWAYAM-NPTEL courses.

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

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

Bikali College classrooms are well equipped with digital learning and ICT-based facilities. Classrooms and conference rooms are equipped withwhiteboard, green board with microphone , smart board, LCD projector etc.

Online assessment system such as Quizziz are used. Students are also assessed through PPT presentations.

Classes are conducted in blended mode through Google Meet. It is observed that students are also increasingly using Google Meet to share e-resources, ideas and hold academic discussions.

Both teachers as well as students are seen to be increasingly using AI. Hence the IQAC plans to hold workshops on the ethical use of the same.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://bikalicollege.org/documents/NAAC-Criteria-IV/4.1.1/ICT%20Enabled%20Facilities.pdf

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

60

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
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

51

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

13

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

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

2.4.3.1 - Total experience of full-time teachers

514

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

2.5 - Evaluation Process and Reforms

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

The college lays emphasis on Continuous and Comprehensive Evaluation (CCE). As a college affiliated to Gauhati University, the college strictly abides by the guidelines set by the university for conducting both internal and external examinations. Following is the process highlighting the mechanism of assessment. As mentioned in Criteria 1.1.1 the collegs follows a systematic curriculum delivery mechanism. The assessment process is one of the most important aspects of the curriculum delivery and the outcomes. Thus, the college ensures that the mechanism is transparent as well as efficient as shown below:

Separate Examination Committee under a Coordinator is constituted for conducting the examination smoothly and looking after all examination related matters. Students are acquainted with marks earmarked for internal examination through departmental orientation and general orientation programme. Notices are also published by college authority regarding the attendance required for appearing in the semester examination

Internal assessment:

Sessional examinations are conducted either by the concerned department and/or examination committee. Dates are fixed in compliance with the academic calendar of the college prepared based on Gauhati University.Besides the sessional exam, students are evaluated through group discussions, presentation, seminars. Practical examination is evaluated by an expert appointed by the concerned authority or affiliating university.

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

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

Students’ examination related grievances pertinent to sessional examination are addressed by Bikali College authority with utmost care. The Head of the Departments are required to address the grievances of students studying the subjects. If any discrepancy is found, correction is to be done and resolved at departmental level. The grievances which cannot be resolved by the Departments are to be addressed by the Examination Committee and the College Authority. The records of students’ performance in internal evaluation and End Semester examination are to be maintained by all department for each academic year. The Examination Committee will review the policy every year and any required changes will be incorporated as and when necessary, as per the guidelines of Gauhati University.

As for final examination related grievances, students are advised and counselled on the process as prescribed by the affiliating university. The students applications are recorded and submission facilitated by the college administration.

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

2.6 - Student Performance and Learning Outcomes

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

The learning experience are provided to the students based on the pre-determined course objectives and is assessed in terms of learning outcomes including knowledge, skills and values acquired by the students, thus facilitates the scope for identifying the gaps. Bikali College being an affiliated to Gauhati University is required to follow the syllabus prescribed by the Gauhati University. Gauhati University

clearly outline the Outcomes of Courses. The college alongside adhering to prescribed syllabus, strives to provide outcomes-based education emphasizing on the POs and COs. The college ensures that all stakeholders are made aware of Programme Outcomes and Course Outcomes of all programme offered in college The programme outcome and course outcomes are displayed on Departmental Notice board and college website. The syllabi of all courses are made available both offline and online.The programme and course outcomes are discussed and made familiar among the students through general orientation programme of college and classroom discussion by respective departments and course teachers. The College expects the faculty to plan the course keeping in mind the core components of POs, COs and PSOs and Bloom's Taxonomy.

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

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

Programme Outcome and Course Outcome are evaluated following different mechanism. Course outcome attainment is measured directly based on the performance of students in end semester examination and internal examination.

Direct Mechanism: Internal Assessment (IA)+ End semester examination (ESE)

Internal Evaluation: The internal evaluation of students is done through sessional exams and other assessment technique used by the department such as seminar/group discussion, presentation, home assignment, field work, performance in cocurricular activities. The departments need to ensure that sessional exam questions and other assignments are mapped to COs and maintain the record of the performance of the students.

End Semester examination: The end semester examination is held

as per the notification issued by affiliating university. The affiliating university publishes the results and share the same with the college authority. Students’ performance in both internal and end semester examination is evaluated by the department and the Academic Monitoring Committee and discussed in academic meetings so that overall attainment of the CO can be traced. The students’ performance in both internal and end semester evaluation reflect the attainment of COs.

Each department analyse the performance and the result of the students.

Indirect attainment is done through exit survey. The college collect the feedback from the students and the responses to be analysed for assessing the attainment of PO and CO. The feedback mechanism indicates the attainment of Programme and Course Outcomes. The college submit feedback analysis report to competent authority. College takes corrective measures based on feedback.

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

2.6.3 - Pass percentage of Students during the year

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

410

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

2.7 - Student Satisfaction Survey

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

https://bikalicollege.org/wp-content/uploads/2024/08/Feedback-Report-and-ATR-2022-23.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)

00

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

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

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

00

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

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

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

20

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

3.2 - Research Publications and Awards

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

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

05

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

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

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

04

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

3.3 - Extension Activities

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

Bikali College has been undertaking regular extension and outreach initiatives during the assessment period. Infact Bikali College's best practices are oriented towards extensive extension and outreach initiatives in step with the Sustainable Development Goals. The college's extension initiatives are multifold. Firstly, the college has several bodies such as NSS, NCC, Extension Cell, Women's Cell, Vasundhara Nature Club that undertake social services in the field of women empowerment, literacy programmes, cleanliness campaigns, environmental conservation, awareness on social ills and imparting constitutional values. Bikali College is also a beneficiary of the Ministry of Education's flagship Unnat Bharat Abhiyan scheme. Under this scheme, the college has adopted a total of five revenue villages- Kathakuthi-Pt I, Dighali Pt-I, Maslam Pt-I, Dighali Pt-II, Dhupdhara Pt-II As such, the college and its different units have resolved to undertake different extension and outreach initiatives in these villages.

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

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

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

00

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

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

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

19

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 last year (Data Template)	View File

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

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

795

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

3.4 - Collaboration

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

22

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

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

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

14

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
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.

The college has a sprawling green campus that extends and sprawls out in consonance with the rural environment. At present, the college built-up area is 32953 sq.mtrs. The College ensures adequate availability of physical infrastructure in the form of equipments, books, ICT facilities, consumables, furniture, and teaching aids.Classrooms are with digital learning and ICT-based facilities have whiteboard, green board with microphone, smart board, LCD projector etc. The College has a round table conference room and a conference hall with 100 and 200 seating capacities respectively. The new conference cum seminar hall is designed with beautiful infrastructure, fully air-conditioned

with LCD projector. The college has a multi-utility sports centre that regularly organized various games under concerned coordinators and mentors. Football playground, Volleyball court, Cricket ground and Badminton court and other practice ground for archery are also available. The multiutility sports centre also houses an indoor stadium, gym and a yoga centre. It is equipped with variousfacilities, equipment, and amenities to promote physical activity, fitness, and sportsmanship among students,faculty members, and staff. In addition to sports facilities, indoor stadiums also include fitness and training facilities such as gyms, weight and exercise areas.

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

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

Bikali Collegehas an auditorium which is used when conducting cultural activities. Open air programmes are also conducted in different premises of the sprawling college campus as and when required. The college has a multi-utility sports centre where various games are organised regularly under concerned coordinators and mentors. Football playground, Volleyball court, Cricket ground and Badminton court and other practice ground for archery are also available. Besides, the College also has a mini stadium that facilitates various games programmes such as Relay Race, Marathon, Running raceetc. In addition to sports facility the multiutility sports centre also houses an indoor stadium, gym and yoga centre. TheGymnasiumhas a Power Rack, Stationary Bike, and Treadmill, to name a few. Students must register themselves with a minimal one-time registration fee to enroll themselves. Users may avail the facility under the proper care and guide of physical instructor. Cycling, Weightlifting, Shoulder machine, Tread Mill, barbells, Dumbbell, Yoga Mats, Mirror, Weight Machine and First Aid is available.Our institution regularly conducts yoga practices and a yoga center has been accommodated in the indoor stadium itself. Students do yoga practices regulalry and celebrate world Yoga Day every year.

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

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

13

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

13

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

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

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

15869571

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

4.2 - Library as a Learning Resource

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

The College has a well –equipped Digital Library which caters tothe students providing learning materials andgaining more information immediately through online mode. The digital library also have available sets of question papers of last 5 years along with study materials available as e-form. Students can easily access by visiting the websites. Digital Library preserves and enables easy and open access to all types of digital content including text, images, moving images, mpegs and data sets and makes it available to the entire scholarly community in open access. The Digital Library is set up on Cloud based system and users can access it 24×7 whenever they need. Users can access by clicking the following link: http://bikalicollege.digitallibrary.co.in/

Library Services Available:

OPAC Facility, Reprographic Facility, PHOTOCOPIER POINT, Information Display, Book Bank facility, CAS (Current Awareness Service), Reference Service, User Education Library provides free Competitive Examinations study materials to all the students as well asother users. The college library has two separate websites for users to access the required content from the websites easily

For Library section : https://bikalicollegelibrary.org/

For Digital Library section- http://bikalicollege.digitallibrary.co.in/

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

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

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

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

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

3,83,333

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

65

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

4.3 - IT Infrastructure

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

Bikali College attempts to regularly update its IT facilities as per the demands and requirements of the college fraternity. The institution has the following mechanism to ensure that IT facilities are not just upgraded but also maintained and that there is optimum use of the same. 1. The college has an ICT

Development and Maintenance Cell which ensures that ICT needs of the institution are updated as well as met and properly maintained. The cell also conducts training of the teaching and non-teaching staff on emerging ICT tools and ensures that the resources are properly utilised. 2. The college has also initiated two new committees, Classroom Development and Campus Infrastructure Maintenance and Development Committeewhich besides other functions also look into the ICT requirements of the classrooms and overall campus so that ICT resources are upgraded and there is optimum use of the same by college fraternity. 3. The college has an MoU with Kareng Technologies for all its IT needs. 4. Of late, the college administration has started an e-office initiative in line with the Digital India initiative and use of ICT based official communication reducing paper communication to a minimum. 5. The college currently uses SOUL 3.0 version for the computer software. 6. The college uses BSNL LAN connection and provides Wifi facility in the library and administrative building for use by students, faculty and staff. 7. The college also uses social media platform and has also recently opened an account on X(formerly Twitter) to highlight news and communication of the institution.

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

4.3.2 - Number of Computers

110

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

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

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

15869571

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.

The institution has a well-functioning and decentralised mechanism to look into the maintenance and utilization of all facilities provided by the institution. If one looks at theOrganogram of the institution, the link of which is provided below, it is evident that Bikali College has an established system for the same. All facilities and their use are also strictly supervised by the Head of the Institution. 1. For the maintenance and utilisation of the physical resources such as classrooms, auditoriums, seminar halls, playgrounds, gyms etc the Principal alongwith supporting committees such as the Purchase Committee, Construction Committee, Classroom Development Committee, Games and Sports Infrastructure Development Committee monitor and maintain the physical infrastructure following standard rules and regulations. The

institution has ramps and fire extinguishers and escape plans in case of calamity. 2. The classrooms and labs are well equipped with learning tools and aid.The teachers use ICT based course plans, whereby learning and assessment methods are also done conducted using ICT tools besides traditional tools. The students are required to make PPT presentations and create educational reels. 3.. The college has an ICT Development and Maintenance Cell which ensures that ICT needs of the institution are updated as well as met and properly maintained. The cell also conducts training of the teaching and non-teaching staff on emerging ICT tools. 4. The library of the college is equipped with books, journals, magazines, learning material catering particularly to competitive exams, Nlist, Wifi. The library committee ensures full utilisation of resources.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1423

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

00

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

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://bikalicollege.org/academics/add-on-and-certificate-courses/
Any additional information	**No File Uploaded**
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

381

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

381

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

14

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

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

5.2.2.1 - Number of outgoing student progression to higher education

42

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

02

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

5.3 - Student Participation and Activities

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

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

01

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 university/state/national/international level (During the year) (Data Template)	View File

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

The institution emphasizes on student's overall personality development in addition to disposing course oriented education. Therefore, it has developed a specific process with norms so as to facilitate students' representation and engagement in various administrative, co-curricular and extra-curricular activities. Students' representation and engagement in specific activities are as follows.

1. The institution has different students' bodies such as Bikali College Students Union, Bodo Literary Society and Rabha Literary

Society. The student representatives are given responsibility to conduct extra curricular activities through these bodies under supervision of the assigned faculty members.

2. Student representatives are engaged with responsibility in various events such as seminars, workshops, cultural and sport activities.

3. During new admission, organizing academic events the institution facilitates students involvement in helping administrative as well as management work of the office.

4. The student representatives help in maintaining discipline of the college. They help the college authorities if and when demand arises.

5. The students are engaged in YUVA Tourism Club, Sports Cpub, Electoral Literacy Club, NEP Saarthi, Vasundhara Nature Club,

Scientia Quiz and Debate ClubNSS, NCC etc which gives students platform to hone their skills.

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

15

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

The Bikali College Alumni Association is a registered organisation. In the year 2023-24 the Alumni Association conducted a Free Computer Course for school students as part of Bikali College's Digital Literacy Mission.

The Alumni Association also held several rounds of meetings with the IQAC, Bikali College to chalk out further plans to contribute to the development of the college.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the institution has developed a goal-centric mechanism which is transparent and reflective to its vision and mission. The mechanism is evolved as an effective governance system to generate knowledge and wisdom for achieving excellencein higher education as it seeks to inculcate high moral values along with unity and integrity for nation building through initiations of educational progress. On this perspective, the governance takes a shape of operational organic body. This body is comprised of the Governing Body (GB), the Principal and his office staff, the teaching faculties, Librarian and his staff, bodies of other stakeholders and different student bodies. The core objective of the institution is to provide educational service as per norms set by the affiliating university followed by inculcation of human values required for the society and the nation.The GB and the Principal set perspective plans for efficient administration in all spheres with the tune to offer facilities both for learners and teachers up to the level best. The IQAC acts as complementary to the administrative process and communicate all plans and programmes to the operative stake holders. The departmental heads along with the respective faculties and different bodies enjoy provisions for decision making and implementing academic as well as co-curricular programmes.

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

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

Aiming to maximize decentralized and participative management and inculcate leadership quality, the institution organizes various programmes. These programmes are implemented through different cells and sub-committees as reflected in the Organogram. All decision making is decentralised and are taken with consultation of all stakeholders.

Academic activities: In addition to normal academic activities, faculties are given responsibility of organizing departmental seminars, workshops, symposia, group discussion, lecture series etc. The academic committees are in charge of planning and executing the academic actvities.

Cultural activities: The faculty members and the members of Bikali College Students' Union organize various cultural programmes in the institution. The participants perform programmes not only in the college competition but also participates programmes organized by the affiliating university and other government agencies.

Sports activities: The Bikali College sports club along with the union secretaries are assigned to carry out responsibility of sport activities organized in the college and also outside such as inter-college competitions, interdistrict competition etc.

Outreach programmes: The college authority as well as departments, cells, clubs and committees and students involve themselves in various outreach programmes related to academic and co-curricular activities.

Administrative Mechanism: In Bikali College the authority has a distributive and participatory model of administrative structure. There are separate Purchase, Construction Committees which ensure transparency in the financial matters. Academic Council and Staff Council and various other committees esnure

smooth decentralised administration.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution gives quality education the top priority and so it emphasizes on strategy development and deployment of plans with requisite resources. To achieve the objective, IQAC at the beginning of every session chalks out the year-long programme. The IQAC has considered following objectives for the year:

i. Developing requisite competencies amongst students of the college to equip them to be competition ready

ii. Inculcating constitutional and other values

iii. Greater emphasis on ICT-based teaching and learning.

iv. The instiution is to work on research and knowledge production and documentation activities in the Goalpara region.

v. To carry out more extension activities so that the college becomes a centre of development in the area.

With these objectives at the centre, the college has taken

initiatives such as:

i. Career Counselling, Mentorship, mental health counselling is provided to individual students to understand each students'

need and provide guidance.

ii. ICT based learning has become common and normalised among students as well as faculty and staff.

iii. The college conducts different commemorative programmes and

cultural events with active participation of students which aid inculcation of nationalist, gender related and environmental preservation related values among students.

iv. Extension activities in local schools, adopted villages and local community are conducted regularly.

v. A Research and Development Cell has been insituted which has been carrying out workshops and research related initiatives. The authority also plans to awardincentives to faculty members publishing in scopus and Web of Science journals.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://bikalicollege.org/wp-content/uploads/2024/08/IDP-for-website.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.

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures etc. The Governing Body of the institution acts as the top administrative body to set policies and plans in respect to appointment and service rules, procedures etc. To foster to the academic, extra-curricular and infrastructural facilities the IQAC along with the Principal chalks out a plan of action each year. All these are transacted through the Principal who implements them through various internal stakeholders. To achieve the goals of the institution it frames necessary constituent bodies to decentralize function and effectively materializes the policies and plans for smooth running of the administration of the institutions. The Principal distributes the work load to the administrative staff and the academic issues are handled through the academic committee and the other bodies under the supervision of the Principal. In regards to extra curricular, co-curricular, extension education and career counselling

separate bodies are constituted under the ex officio chairmanship of the Principal. In this way the student related issues are dealt under the supervision of a committee. A number of sub committees transact all matters in such a way that a corporate system works to link parents, public, students, teachers and alumnus, the college authority, and respective agencies including the Governing Body, the Government, the UGC, NAAC etc. Both teaching and non-teaching staff are appointed as per government rules and regulations.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://bikalicollege.org/about/organogram/
Upload any additional information	No File Uploaded

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	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

The institution has effective welfare measures for teaching and non-teaching staff. Although there are no specific welfare schemes for teaching and teaching staff at the institutional level, it avails the required welfare benefits as per the provisions of the Government of Assam. The institution provides

certain facilities for smooth running. The effective welfare measures by the Government are followed by the institution have for its teaching and non-teaching staff. The various welfare schemes are as follows: 1. Medical Allowance 2. Maternity benefits as per norms 4. Child Care Leave 5. The non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program. The following facilities are also provided to employees for efficient functioning: 1. 24 hour power back-up (100%) through generators 2. Wi-Fi facility. 3. Workspace 4. Canteen 5. Identity cards 6. Sports and Gym facilities In order to encourage the young faculty to pursue research career seed money has been announced for research, the proposals of which which will be scrutinised by the Expert Committee selected by the Research and Development Cell.The IQAC conducts different academic orientation and training programmes free of cost for the faculty members to enhance learning and personal development. Mental health of the staff is also taken into due consideration and the institution plans to initiate mental health counselling for staff as well. Recreational programmes are also conducted by the IQAC and administration to provide healthy working atmosphere among the staff. The staff is encouraged to give suggestions and regular feedback to improve the welfare measures in the Institution.

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

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

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

00

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

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

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

01

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	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

42

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The IQAC has instituted a Self-Appraisal system for the teaching staff in the sanctioned posts only from the academic year 2022-23 and is continuing the same in 2023-24.

Following Samarth portal regulation introduced in 2023, the appraisal is now overseen through the Samarth for all staff- teaching and non-teaching.

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

6.4 - Financial Management and Resource Mobilization

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

All the funds received from various sources are properly utilized after prior approval from the Governing Body of the college. The annual budget of the college is also placed before the Governing Body and it is implemented after approval from the body. At the end of each year, an audit is carried by a professionals hired from CA firm.

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

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

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

00

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

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

Major sources of institutional funding and resources:

- **Government Grants from UGC**
- **RUSA and such other bodies**
- **Fees collected from the students**
- **Contribution from charitable organisations such as Bikali Mouza Unnayan Samiti a local committee for socio-economic development of Dhupdhara area.**

The authority as well as IQAC are also working on faculty members to apply to research projects from UGC, ICSSR, CSIR, and different government agencies.

The different MoUs signed between and among other institutions also attempt to mobilise grants, academic support as well as ensure optimum utilization of funds and resources.

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

6.5 - Internal Quality Assurance System

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

The IQAC has undertaken the following measures in the year 2023-24 to contribute quality assurance.

i. The IQAC in collaboration with ICT Academy organised a weeklong FDP on Communication and Teaching Skills for all full time as well as contractual faculty members.

ii. The IQAC completed the academic and administrative audit for two consecutive years 2021-22 and 2022-23 whose full report was received in 2023.

iii. The IQAC took charge of orientation on FYUGP, NEP for students. The IQAC also initiated the NEP Saarthi programme to generate more awareness among students on NEP.

iv. The IQACconducted orientations on Samarth portal and its use for self-appraisal for the benefits of teaching and non-teaching staff.

v. The IQAC applied for the 4th cycle of NAAC acceditation during the academic year 2023-24.

vi. The IQAC also conducted the Bikali College Book Fair, a three day extravaganza from 14th to 16th March for the benefits of students and local community alike.

vii. The IQAC team also took measures to continue its SWAYAM NPTEL Active Local Chapter and ensured its popularity among students.

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

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

IQAC, Bikali College is committed to seeing to proper implementation of modern, productive, and innovative teaching and learning methods. Orientation Programme is conducted for the students newly admitted to the institution. They are made aware of the rules and regulations of the college, syllabus and the facilties in place. Students are encouraged to participate in various cocurricular activities conducted bythe different societies/cells of the college. The HoDs and IQAC ensure that their classes are held regularly and the attendance of the students is monitored. The IQAC ensures regular examinations and assessments to measure the outcomes of the courses taught in the college. Remedial classes are given as and when required. To review the effectiveness of the teaching-learning process of the institution feedback is collected from the final year students annually. These feedback forms are analyzed and as per the analysis the Principal shares the feedback with individual faculty where and when improvement is required to enhance the quality of the teaching-learning process. One of the major initiatives taken this academic year by the IAQC is the pushtowards digital learning and assessment due to the situation created by the pandemic. The IQAC has taken initiatives to promote online learning, teaching, and assessment. The faculty members are encouraged to take classes through blended mode, PPT presentations in classrooms, use of ICT in preparation, and submission of assignments. The IQAC also monitors the Mentorship Programme which looks at the allround development and issues if any of students and provide individual care.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://bikalicollege.org/naac/aqars/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
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

i. Gender Audit conducted.

ii. Annual Conference of the Lekhika Samaroh (Women Writers Forum) was organised in the college on 23.7.2023 by the Lekhika Samaroh and Women's Cell, Bikali College.

iii. The Women's Cell in collaboration with Research and Development Cell released their book Gender Discourse: Issues on Equality and Empowerment with a Special Lecture by Prof. Polly Vauqueline, Professor, Women's Studies, Gauhati University and a Book Discussion on 7.12.2023.

iv. Women's Day Lecture on Gender Oppression and Women's Resistance Movements was organised on 9.3.2024 by Women's Cell with resource person Junu Borah.

v. Awareness on POSH and POCSO was organised on 7.6.2024 by Internal Committee, Bikali College with resource person Advocate Debojit Adhikary.

File Description	Documents
Annual gender sensitization action plan	i. Programme to be conducted in a local village on Legal Awareness on Violence against Women, ii. Training Programme for Self-Defence for Girl students to be conducted in collaboration with Students' Union Girls' Common Room Secretary, iii. Awareness Programme on Prevention of Children from Sexual Offences(POCSO) and Prevention of Sexual Harassment (POSH) in collaboration with ICC, Bikali College, iv. 5 Day Workshop to be conducted by Women's Cell to develop leadership qualities among the girl students., v. Publication of ISBN book on Women Leaders of Goalpara district by Women's Cell.
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	a. CCTV camera throughout the campus. b. Security Guard for the campus. c. Night chowkidar for the Girls' Hostel. d. Active Internal Committee, Grievance Redressal Committee, Anti-Ragging Cell as well as Girls' Common Room secretary. e. Counselling and awareness on POSH, POCSO, conducted. f. Mental Health and psychological counselling available. g. Separate common room available for girl students. h. Day care center for nursing mothers and their children.

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	No File Uploaded

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

The college has the following facitities for management of degradable and non-degradable waste.

i. There are organic waste pits in several locations of the college for organic waste collection.

ii. The organic waste thus collected are used in the vermicomposting facility available in the college nursery.

iii. The college has an MOU with Dayal Enterprise, Boko for collection of plastic waste for recycling.

iv. The waste from kitchens of the messes are used in kitchen gardens.

v. Liquid waste are properly managed through septic tanks.

vi. E-waste is collected in the E-waste room for recycling as and when possible.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://bikalicollege.org/documents/NAAC-Criteria-VII/7.1.2/Geotagged%20photos%20of%20facilities%20final.pdf
Any other relevant information	No File Uploaded

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

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	No File Uploaded

7.1.5 - Green campus initiatives include

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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	A. Any 4 or all of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

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

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

Bikali College in order to provide an inclusive environment and create a culture of tolerance runs the following activities:

i. The college has two vibrant societies of local tribal

communities- the Rabha and Bodo Literary Societies.

ii. The college conducted iftar to bring communal belongingness and harmony among the students, as there are a good number of Muslim minority students in the college.

iii. The college also initiated a Rabha Language workshop to encourage learning of Rabha, a tribal language among its students.

iv. The college has facilities for physically disabled students such as Scribes, walker, wheelchair, ramps.

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

Bikali College conducts several programmes throughout the year to sensitise the students, staff and society on the constitutional obligations such as values, rights duties and responsibilities of the citizens. Some of the important activities are as follows:

i. Independence Day

ii. Anti-Tobacco Pledge

iii. Gandhi Jayanti

iv. Blood Donation Camp

v. National Constitution Day

vi. Special Camp for Universal Enrolment of Eligible Citizens in Electoral Roll

vii. National Voters Day Pledge

viii. Our Vote, Our Right Rally and Awareness

ix. Awareness on POSH and POCSO

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

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

D. Any 1 of the above

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

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

The college celebrates the following national and international commemorative days:

i. Independence Day

ii. Sports Day

iii. Teachers' Day

iv. NSS Day

v. Literacy Day

vi. Tourism Day

vii. Swacchh Bharat Campaign

viii. Gandhi Jayanti

ix. World Animal Day

x. Mental Health Day etc

The college ensures the conduct of these commemorative days and events through its various cells, clubs, departments. The activities are added to the annual Academic Calendar each year and tasks assigned accordingly so that the events are organised in a smooth manner.

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.

1. Title of the Practice: Digital Literacy Mission

2. Objectives of the PracticeEnsure students are proficient in using basic computer applications

3. The ContextGiven the widespread application of computers, they have become indispensable in our rapidly evolving society. Additionally, the growing online marketing sector demands technically adept workers who are well-versed in digital tools. To address this need, Bikali College launched an initiative to provide computer education to its students at aconcessional

rate i.e. half the rate of the professional institutes, partnering with Third Eye

4. The PracticeTo promote digital literacy, the college offers a variety of courses, including:1.Diploma in Start-Up for Beginners (3 Months) 2.Diploma in Start-Up & Desktop Publishing (6 Months) 3.Diploma in Programming with C Language (6 Months) etc

5. Evidence of Success

Students have successfully completed the course and are now employed in the banking sector, law, education and several are self-employed running their own cyber training centres.

6. Problems Encountered and Resources Required

Maintaining a reliable internet connection and other essential infrastructure is critical for effective teaching, especially for courses involving online components or advanced software.

Note: Best Practice-II has been shared through the document uploaded herewith due to lack of sufficient number of words allowed.

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

7.3 - Institutional Distinctiveness

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

Institutional Distinctiveness of Bikali College: Aquarium Making and Aquaculture

Introduction

Bikali College, located in the southwestern part of Assam, is dedicated to fostering educational excellence and holistic development among its students. In line with its vision to become a premier institution, the college has introduced the "Aquarium Making and Aquaculture" course, which stands out as a distinctive programme aimed at equipping students with

practical and entrepreneurial knowledge in the field of aquaculture. This innovative course not only enhances academic learning but also addresses the growing demand for skilled professionals in the ornamental fish industry, thereby contributing to the economic development of the region.

The primary objectives of the Aquarium Making and Aquaculture course are as -Hands-on Training,Biodiversity Awareness of the fishes,Water Quality ManagementandDisease Management of the aquariaand developingEntrepreneurial Skills of the students and local community.

Outcomes

1.Skill Development: Students acquire practical skills in aquarium construction, fish breeding and management, enhancing their employability.

2.Entrepreneurship Opportunities: Graduates are equipped to start their own aquaculture businesses, contributing to local economic development and job creation.

Community Engagement is fostered.

4.Conservation Awareness: Students gain insights into the importance of conserving indigenous fish and their habitats, aiding environmental sustainability.

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 undertake more extension activities for the development of the adopted villages.

2. To encourage students to learn from free online education courses through SWAYAM NPTEL Local Chapter and earn certificate.

3. To organize FDP/Seminars/Workshops for the development of both faculty and students.

4. Departments will rerun or start new certificate courses for the students.

5. To organise various counselling programme for students for academic, vocational and personal growth.

6. To continue the provision of incentives to encourage the teachers for research publication, for project applications etc

7. To continue the NET/ SLET coaching for PG students.

8.To train students for competitive examinations.

10. To apply to NIRF.

11. To complete the NAAC assessment process for the 4th cycle.