The Annual Quality Assurance Report (AQAR) of the IQAC
(July 1, 2017 to June 30, 2018)

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

1. Details of the Institution

1.1 Name of the Institution	Bikali College,Dhupdhara.
1.2 Address Line 1	Dhupdhara
Address Line 2	P.O. Dhupdhara
City/Town	Dhupdhara
State	Assam
Pin Code	783 123
Institution e-mail address	bikalicollege@gmail.com
Contact Nos.	03663 284331

Name of the Head of the Institution:	Dr.Malina Rabha

Tel. No. with STD Code:	03663 284331
Mobile:	09706311642
Name of the IQAC Co-ordinators:	Mr. Bhupati Das Mr. Girindra Thakuria Dr. Prasanta Pathak
Mobile:	09859381531,09435650730,08486776144
IQAC e-mail address:	iqacbikali@gmail.com
1.3 NAAC Track ID	10039
1.4 NAAC Executive Committee No. & Date:	EC/33/453 dated September 16, 2004 EC/54/RAR/014 dated January 8, 2011 To be filled
1.5 Website address:	www.bikalicollege.org
Web-link of the AQAR:	hptt://www.bikalicollege.org/AQAR1013-14.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C++	Cix Wi 68	2004	2011
2	2nd Cycle	B	2.13	2010	2016
3	3rd Cycle	B	2.36	2016	2021
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: DD/MM/YYYY 05/02/ 2009

1.8 AQAR for the year 2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

i. AQAR 2014-15 submitted to NAAC on (31/12/2018)

ii. AQAR 2015-16 submitted to NAAC on (31/12/2018)

1.10 Institutional Status

University State √ Central - eemed - Private -

Affiliated College Yes √ No -

Constituent College Yes - No √

Autonomous college of UGC Yes - No √

Regulatory Agency approved Institution Yes - No √

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education √ Men - Women -

Urban - Rural √ Tribal √

Financial Status Grant-in-aid √ UGC 2(f) √ UGC 12B √

Grant-in-aid + Self Financing √ Totally Self-financing

1.11 Type of Faculty/Programme

Arts √ Science √ Commerce √ Law - PEI (Phys Edu) -

TEI (Edu) - Engineering - Health Science - Management -

Others (Specify)

i.	Beginners (3 months certificate Course)
ii.	Desk Top Publishing (3 months certificate Course)
iii.	Tally 9.0 & ERP (3 months certificate course)
iv.	Programming with C&C ++ (3 months certificate course)
v.	Web Designing (3 months Certificate Course)
vi.	Video editing and Multimedia (6 months diploma course)
vii.	Diploma in computer hardware & Networking (6 months & 1 year Diploma Course)
viii.	PGDCA (One year/2 semester diploma Course)
ix.	Master Diploma in Computer Application & Programming (2 Year/4 semester Diploma Course)

1.12 Name of the Affiliating University: Gauhati University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	-		
University with Potential for Excellence	-	UGC-CPE	-
DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	any other (*Specify*)	-

UGC-COP Programmes 01

2. IQAC Composition and Activities

2.1 No. of Teachers 10

2.2 No. of Administrative/Technical staff 03

2.3 No. of students 01

2.4 No. of Management representatives 03

2.5 No. of Alumni 02

2. 6 No. of any other stakeholder and Community representatives 02

2.7 No. of Employers/ Industrialists 01

2.8 No. of other External Experts 01

2.9 Total No. of members 23

2.10 No. of IQAC meetings held 07

2.11 No. of meetings with various stakeholders: No. 08 Faculty 05

Non-Teaching Staff Students 3 Alumni 1 Others 1

2.12 Has IQAC received any funding from UGC during the year? Yes [ ] No [√]

If yes, mention the amount Nil

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.	4	International	Nil	National	Nil	State		Institution Level	4

(ii) Themes

A. Institutional Level :

i. An institutional seminar on "Relevance of Value Based Education in Present Scenario" was orgainzed by Education Department held on 6th September, 2017.

ii. A departmental seminar on "Changing Ecological System" was held on 12th December, 2017 by Geography Department. .

iii. Department of English had organized an institutional seminar on "Communiocartion Skill of Rural Students" on 22nd January,2018.

iv. A Popular Talk on "Legal Rights of Woman" was organized by Woman Cell of the College on 10th April, 2018.

2.14 Significant Activities and contributions made by IQAC

In pursuance to the plan of action of the institution the IQAC has concentrated on the following aspects:

i. IQAC has monitored constantly on the smooth running of the PG in Geography and Under Graduate level course in the Science Stream.

ii. IQAC has initiated to create a healthy environment among the students of the area on the emerging needs of science education.

iii. The agency is constantly trying to curb juvenile delinquency through motivational programmes.

iv. Efforts have been made for upliftment of local culture and traditions by organizing popular talk, seminar etc.

v. IQAC has given importance on scientific awareness programmes in collaboration with College Science Society.

vi. IQAC has opened a Mission Birubala Cell to diminish superstitious beliefs still prevailing in remote villages.

vii. IQAC opened a Stress Management Cell in collaboration with Yoga Centre of the institution.

viii. IQAC has promoted motivational programmes to enhance moral values among students.

ix. A Local Resource Study Centre has been opened under the department of Geography.

x. IQAC has stressed in maintaining waste management in college campus.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

Plan of Action	Achievements
i. Under the guidance of IQAC, the constituent body will prepare academic calendar and prospectus.	As per plan of IQAC, the prospectus cum academic calendar was published on time.
ii. Students' feedback mechanism.	Under the supervision of IQAC, feedback mechanism has been scientifically designed as per guidelines.
iii. Faculties will be encouraged to participate in Refresher/Orientation courses, seminar. Workshop and adopt research projects etc.	In pursuance of achieve academic advancement 2 faculty members attended Refresher Course, 2 faculty members presented papers in international seminar, 7 faculty members presented papers in national seminar, 1 faculty member presented papers in two regional seminar, 2 faculty members attended workshops.etc
iv. Field trips, project assignments are to be continued as per the syllabus.	Like every year, students of third semester of BA programme went on field trip and prepared project report as a part of their course on Environmental Studies.
v. Constituent bodies will engage the faculties and students in academic, co curricular and extension activities.	"World Environment Day" had been observed by Extension Education Centre College Science Society has organized a Street Play (Batar Nat) on 9th July,2017

		to develop scientific awareness among the people of the locality. NSS unit has organized a procession and popular talk to curb sexual harassment on children on 22nd September, 2017. Moreover, the unit has programmed Yoga practice, moral classes, report writing, cleaning, and earth filling etc between 23rd -29th September, 2017. Popular Talk on Sachaa Bhart Abhijan on 22nd November, 2017 was organized by NSS. Extension education Centre of the college has organized a programme on Health Hygiene in the Hascharabori village on 12th October, 2017.
vi.	Students' bodies such as Bikali College Students' Union, Rabha Literary Society, Bodo Literary Society will be urged to organise extension work.	. The Student Bodies and the Literary Societies have taken up various extension activities for promotion of academic atmosphere in the college.
vii.	To sustain the academic zeal of the institution IQAC shall monitor the activities of the departments as well as constituent bodies from time to time.	IQAC has been actively monitoring the different activities that is being organized from time to time.

viii. The progress of the ongoing infrastructural development works will be looked after.	The ongoing infrastructural developmental works were found in progress. IQAC has been satisfied with the new accommodation of PG course in Geography and Science Stream.

2.16 Whether the AQAR was placed in statutory body Yes [√] No [ ]

Management [√] Syndicate [ ] Any other body [ ]

Provide the details of the action taken.

In pursuance to the plan of action, the IQAC along with the college authority has adopted the following activities for the all round development of the institution.

- The prospectus cum academic calendar was published on time by the respective constituent body and was distributed to all stake holders.
- College authority with IQAC has adopted faculty exchange programme and student exchange programme among the nearby and distant colleges.
- IQAC along with the college authority has adopted the mission of cultural assimilation practices.
- IQAC has planned to adopt skill collaboration with Central Silk Board (Muga Silkworm Seed organization),Adokgiri, Meghalaya and Sericulture Department, BTAD.
- IQAC has adopted active role in career advancement programmes of the faculty members and has motivated students to acquire NET/SLET etc. Proper information regarding schedule of these examinations had been intimated from time to time.
- Field trips and associated works were conducted for students of third semester of BA programme for the fulfilment of their course contents.
- The scheduled extension and academic related activities were undertaken by NSS, Vasundhara Nature Club, Women's Cell, Career Counselling and guidance cell and other departmental study centres. Students have also participated in sports and cultural events organised by GU and other local bodies
- The academic and co curricular activities, construction work and the activities of constituent bodies and student bodies were monitored by the IQAC.

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Number of value added / Career Oriented programmes	Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes
	PhD			
	PG	02		
	UG	02		
	PG Diploma	01		
	Advanced Diploma			
	Diploma	01		
	Certificate	04		02
	Others	02		
	Total	11		

Interdisciplinary			02	
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	nil
Annual	nil

1.3 Feedback from stakeholders* Alumni [-] Parents [√] Employers [-] Students [√]
(On all aspects)

Mode of feedback : Online [ ] Manual [√] Co-operating schools (for PEI) [ ]

****Please provide an analysis of the feedback in the Annexure***

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Revision or update of syllabi is assigned with the affiliating University, GU. However, faculties from various departments of the college are involved in the process of the revision and update of the syllabi whenever called for by the concerned syllabus committee.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

National Institute of Open Schooling was opened during the month of October, 2017. Open and Distance Learning Course under ACERT for untrained teachers was opened in the same month.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
49	34	11	-	-

2.2 No. of permanent faculty with Ph.D. 14

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	1	-	-	-	-	-	1

2.4 No. of Guest and Visiting faculty and Temporary faculty 05 - 02

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		-	-
Presented papers	2	7	2
Resource Persons		-	4

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Teaching and learning in the institution has been prioritised for the greater benefit of the students. Therefore the institution has emphasised on the following aspects.

i. Students are involved in presentation of seminar paper in the departments and are given home assignments which they have to submit within a stipulated time. Students' Project Reports are regularly evaluated.

ii. Students are made to prepare field reports based on their educational trips to local areas or areas concerned with the departments.

iii. Teachers use ICT, Language Laboratory and their convenient teaching aids.

2.7 Total No. of actual teaching days during this academic year

253

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Bikali College is aware about the changing scenario of education and the need to make the students capable towards the dynamism of education. Therefore, the institution remains ever ready for the reform measures to cope with the situation although the affiliated colleges under Gauhati University have no power to change the syllabi, pattern of examination and evaluation.

The institution only follows the rules and regulation in respect to examination and evaluation as instructed by the GU. However, in its own efforts class tests for major and general students are conducted at regular interval.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

05	None	None

2.10 Average percentage of attendance of students

94

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	287	-	7.66%	21.95%	65.15%	94 %
B Com	50	-	Nil	14%	82%	96 %
6 months Diploma in Computer Start up and DTP	12	Nil	66%	34%	Nil	100%
1 year Diploma in Computer Hardware and Networking	-	-	-	-	-	-
3 months start up certificate course		-	-	-	-	-
3 months certificate course in Tally	2	-	100%	-	-	100%
E Commerce (6 months)	4	--	-	100%	-	100%
3 months certificate course in Spoken English	15	-	-	-	-	100%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC mostly emphasised on academic improvement in the institution as one of the most priorities. Therefore, it has taken various steps to promote quality education. For an effective teaching learning process the following measures were taken:

i. Regular meetings of the executive body of IQAC are held to discuss and review the academic, infrastructural, extension and co curricular activities.

ii. To assess the strength and weakness in imparting lessons the departmental heads interact with the other faculty members so as to enhance an improved the teaching learning process.

iii. IQAC initiates to motivate the teachers to update their knowledge and exert their application in the way of innovative practices to make learning more interesting. Considering the rural and disadvantaged background of the students, the teachers are asked to put in extra effort to provide study materials for their benefit.

iv. As per the guidelines made by the IQAC the different constituent bodies organise extension activities where teachers and students are encouraged to participate.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	02
UGC – Faculty Improvement Programme	nil
HRD programmes	nil
Orientation programmes	nil
Faculty exchange programme	nil
Staff training conducted by the university	nil
Staff training conducted by other institutions	06
Summer / Winter schools, Workshops, etc.	04
Others (NET/SLET)	01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	19	Nil	Nil	Nil
Technical Staff	Nil	Nil	Nil	02

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

To achieve the goal of an advanced academic pursuit in the institution IQAC encourages on creating an environment for promoting research and extension. To materialise its goal IQAC takes the following steps for promoting research friendly environment in the institution.

1. Stringent measures are taken to engage the faculty members to involve in workshops, seminars, symposia, and other academic related events. All departments are motivated to pursue such activities for upliftment of the student community as well as the society.
2. Institution has initiated to hold various research related programmes to promote research awareness among the teachers.
3. Students are motivated to participate in different seminars, workshops, symposia etc organized by other institutions to increase research awareness and quality of higher education.
4. Teachers are motivated to publish research papers in UGC listed quality research journals with high impact factors.
5. Students are supported by the faculties to engage themselves in field work and prepare reports which helped to sustain the research environment of the institution.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	2	4,90,000/	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	-	-
Non-Peer Review Journals	-	-	-
E Journals	-	-	-
Conference proceedings	-	01	-

3.5 Details on Impact factor of publications: Not applicable

Range [ ] Average [√] h-index [ ] Nos. in SCOPUS [ ]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major Projects	-	-	-	-
Minor Projects	2	UGC	4,90,000/	4,90,000/
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. [06] Chapters in Edited Books [01]

ii) Without ISBN No. [19]

3.8 No. of University Departments receiving funds from (not applicable)

UGC-SAP [ ] CAS [ ] DST-FIST [ ]

[ ] [ ]

DPE DBT Scheme/funds

3.9 For colleges Autonomy [-] CPE [-] DBT Star Scheme [-]

INSPIRE [-] CE [-] Any Other (specify) [-]

3.10 Revenue generated through consultancy [nil]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	03
Sponsoring agencies		-			Self finance

3.12 No. of faculty served as experts, chairpersons or resource persons : [04]

3.13 No. of collaborations International [-] National [-] Any other [01]

3.14 No. of linkages created during this year [-]

3.15 Total budget for research for current year in lakhs :

From Funding agency [Nil] From Management of University/College [1.7 lakh]

Total [1.7 lakh]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	nil
	Granted	nil
International	Applied	nil
	Granted	nil
Commercialised	Applied	nil
	Granted	nil

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides [02]
and students registered under them [06]

3.19 No. of Ph.D. awarded by faculty from the Institution [-]

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF [-] SRF [-] Project Fellows [-] Any other [-]

3.21 No. of students Participated in NSS events:

University level [12] State level [32]

National level [2] International level [-]

3.22 No. of students participated in NCC events:

University level [-] State level [-]

National level [-] International level [-]

3.23 No. of Awards won in NSS:

University level [-] State level [-]

National level [-] International level [-]

3.24 No. of Awards won in NCC:

University level [-] State level [-]

National level [-] International level [-]

3.25 No. of Extension activities organized

University forum [-] College forum [07]

NCC [-] NSS [04] Any other [-]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Responsibilities of Higher Education towards the betterment of the society remains unfulfilled if it is devoid of extension activities. Situated at a rural tribal area the institution has resorted to all effort to perform activities in the sphere of extension and social responsibilities. In pursuance to this goal the institution extended its services through different constituent bodies as mentioned below.

- Under the Career Counselling and guidance Cell an awareness programme on local resource based entrepreneurship was organised to motivate the students to take up entrepreneurship as a career option. The programme was welcomed and it benefitted the students as the resource person was a very successful local entrepreneur.

- Cleanliness activities in and around the college campus are carried out by NSS volunteers as per the guidelines of the unit. An in-house special camp was organised by the NSS unit. The volunteers of the unit and Vasundhara Nature Club jointly carried out plantation programme to observe World Environment Day on 5th June.

- Awareness programme was organised on the importance of Value Education for betterment of the society under the initiative of Bikali College Women's Cell.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	16.52 acres	nil	existing	
Class rooms	31	6	State govt.	37
Laboratories	10	1	existing	11
Seminar Halls	03	nil	existing	03
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	334	13	RUSA	347
Value of the equipment purchased during the year (Rs. in Lakhs)	18,31,502/-	18,55,323	RUSA	36,86,825/-
Others	36,55,266/-	1,60,000/-	Self	38,15,266/-

4.2 Computerization of administration and library

Administrative and library work of the institution has already been computerised. For updating all activities of the college the concerned officials have updated the required data. The following measures have been undertaken by the institution.

- Computerisation of administrative works along with the admission process has been completed.
- The circulation system (Soul 2.0 software) of the library is managed through computers. Apart from circulation all necessary library work is fully computerised. The faculty members now have access to N-list facility.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9861	1902397/	300	1,50,000/-	10161	2052397/
Reference Books	9439	1778445/	364	362180/-	9803	2140625/
e-Books	As per N-list	5900/	As per N-list	5900/	As per N-list	5900/
Journals	30	1,37131/-	-	-	30	1,37,131/-
e-Journals	As per N-list	5900/	As per N-list	5900/	As per N-list	5900/
Digital Database	Yes	-	Yes	-	Yes	-
CD & Video	Nil	Nil	Nil	Nil	Nil	Nil
Library Automation	Partially	-	Partially	-	Partially	-
Weeding (Hard & Soft)	343 (Hard)	26410/	30 (Hard)	1200/	373	27610/
Others (Specify)	1(Manuscript)	-	34(Manuscript)	-	35	-

4.4 Technology up gradation (overall)

	Total Computers	Computer (In Labs)	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	71	35	06	04	02	11	13	
Added	9	03	0	-	1	5		
Total	80	38	06	04	03	16	13	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Although internet has become easily accessible to both students and teachers, the college has initiated to make the facility available in an organised manner. The teachers and the students are provided with this facility which is taken care of by the concerned person managing the computer laboratory. Besides the officials are also provided with the facility for their day to day needs.
- Departmental records, required documents are stored in the computers.

4.6 Amount spent on maintenance in lakhs :

110000/-

i) ICT	
ii) Campus Infrastructure and facilities	14,90,600/
iii) Equipments	198,360/-
iv) Others	8,96550/-
Total:	26,95510/

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

A counselling programme is held at the beginning of the session to familiarise the new entrants of the college to the rules and regulations of the institution. Through a specific mechanism students are disseminated about the facilities in the institution, prospect of progression and all related requirements for their greater benefit. They are also informed about the various extension activities through which they can not only develop themselves but also the society they stay in.

Two special counselling sessions are organised for the BA 1st Semester students after their admission so that they have a better understanding about the pattern relating to examination, evaluation and the newly introduced semester system. The constituent bodies are encouraged to undertake innovative programmes to contribute towards a healthy academic and social atmosphere in the institution.

5.2 Efforts made by the institution for tracking the progression

Since most of the students are weak learners IQAC tries to track their progression. For betterment of their final results IQAC stresses on conducting remedial/tutorial classes for the weak students before the commencement of their university examination.

Apart from these special classes, evaluations, group discussion and unit tests are held for better progression of students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1441	44		

(b) No. of students outside the state: 38

(c) No. of international students: Nil

Men	No	%
	674	47

Women	No	%
	745	53

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
387	149	572	246		1354	370	171	639	261	1	1441

Demand ratio nil Dropout % : 2%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Placement in different jobs, both in private and public sector has become very competitive in the present scenario. Keeping in view of the situation the institution has taken initiative to create a support mechanism for coaching the intending students to face various interviews. For enhancing capacity building of the students, the faculties render individual as well as collective efforts to build confidence and leadership quality among them. Information about job opportunities and the mode of preparation are provided through the Career Counselling and Guidance Cell. It also organises special classes to guide students for facing both written and oral interviews. Besides these, information regarding vacancies applicable for the students are displayed on the notice board.

Moreover, the library of the institution has a good stock of required materials for competitive examinations which are provided to the students through the faculties who are entrusted with it.

No. of students beneficiaries 158

5.5 No. of students qualified in these examinations

NET - SET/SLET - GATE - CAT -

IAS/IPS etc - State PSC - UPSC - Others - -

5.6 Details of student counselling and career guidance

As an important component of quality education the institution emphasises on counselling and career guidance for the learners. Keeping in view the present need the institution adopts various efforts to counsel and guide the students for their future plans. The career guidance cell adopts a specific strategy to guide the students for three options-1) guidance for self employment, 2) for jobs in private sector and 3) for government jobs. A specific cell has been framed to function in this line in a formal manner.

All information including advertisements from various agencies is displayed on notice board and under the aegis of the cell the students (UG) of Arts and Commerce are guided by appointed faculty members as well as professional resource persons.

Personal counselling is also conducted by specific faculty members when situation arises in respect to disadvantaged students.

No. of students benefitted | 438 |

5.7 Details of campus placement

On campus			***Off Campus***
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
nil	-	-	-

5.8 Details of gender sensitization programmes

Gender sensitization programmes are organized to reduce the dropout rates of girl students. Married girl students are encouraged to continue their education.

A Popular Talk on "Legal Rights of Woman" was organized by Woman Cell of the College on 10th April, 2018

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level | 24 | National level | 0 | International level | -

No. of students participated in cultural events

State/ University level | 45 | National level | - | International level | -

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | - | National level | - | International level | -

Cultural: State/ University level | - | National level | - | International level | -

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	-	-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level | - | National level | - | International level | -

Exhibition: State/ University level | - | National level | - | International level | -

5.12 No. of social initiatives undertaken by the students | 04

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Keeping in view the mission of the institution the stakeholders exert their utmost efforts to bring about unity and integrity in the community. Moreover, the faculty members go an extra mile to bring about educational progress in the backward, rural, and tribal area.

To make the institution stand as a centre of excellence in the field of education is its primary vision. For the fulfilment of the vision the institution tries to impart knowledge and wisdom in the society with high moral values.

6.2 Does the Institution has a management Information System

The college has a information management system relating to administration, faculties, students, governance, library, account management etc.

Being a provincialised college of the Government of Assam, it has to follow the government rules. As the institution is affiliated to Gauhati University it runs according to the norms directed by the University.

Moreover, for the smooth running of the institution rules and regulations are framed by the management committee at the institutional level.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The curriculum is designed by the Curriculum Development Committee constituted by the concerned departments of the Gauhati University. Some teachers from the affiliated colleges are taken as members from selected colleges. Suggestions from the representative college teachers are welcomed by the committee and after analysing the suggestions the final curriculum is designed.

6.3.2 Teaching and Learning

Result oriented teaching and learning process is visualised as focal point by the IQAC and the following strategies are adopted.

As most important thrust area of higher education teaching and learning has been given priority in the institution. IQAC encourages the teachers to experiment with innovative methods, specifically using ICT yet the traditional way of teaching cannot be done away with.

IQAC monitors and ensures that the classes are held regularly and timely completion of the course contents. Teachers are also encouraged to conduct class tests frequently to achieve the ultimate goal – good results. Study materials especially for major courses are distributed and special counselling by the department concerned for weak students is insisted upon.

The practice of holding regular examinations which is an important part of the teaching and learning process help the students to become more confident and in a way get acquainted with the type of question they might have to answer in the final examinations.

6.3.3 Examination and Evaluation

Since the education system is examination centric, IQAC insists upon regularity in conducting of examinations, timely evaluation and declaration of results at the institutional level. Purely academic related works such as sessional exams, internal assessment, unit tests etc. are conducted by the institution as per the academic calendar

As an affiliated college of the GU, it conducts all final examinations for the semester system as per the schedule and instructions provided by the university. Teachers of the institution perform all examination related works in different colleges including the institution.

6.3.4 Research and Development

IQAC encourages the teachers to involve in research work and they are motivated to apply for major or minor research projects sponsored by various agencies. To maintain the research oriented environment departmental research activities have been encouraged and accordingly seminars and group discussions are held from time to time.

The faculty members also involve themselves in research work and their write ups are published in both national and regional level journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library, ICT and infrastructure are considered major components for fruitful teaching learning process. In regards to library management the institution emphasises on its good governance and efficient management. For smooth running of the library an advisory committee is constituted. In consultation with the faculty members the Library Advisory Committee looks into the requirements of the different departments and collects the requisition for books and journals. As per the suggestion of the committee and in consultation with the principal and the management the librarian procures books, journals, magazines, periodicals and dailies. This process adds to the increase of the library stock.

To cater to the need of the hour the use of ICT is encouraged as a teaching aid, in administrative work and in the functioning of the library.

In regards to physical infrastructure the institution has a built up area of 4323 sq. mt. which is surrounded by a boundary wall measuring about 1.5x900 metres. The administrative office is situated at the new administrative block which houses the principal's office, office for IQAC, one classroom, three office rooms, and the central library. Further there are two blocks completely allotted for classes.

The institution is facilitated with a total of 31 classrooms comprising of 18 in Arts, 06 in Commerce and 07 in Science. Apart from these, the college has a total of 10 laboratories – 2 in Geography, 1 in Education, 2 in Computer Science, 1 in Spoken English and 4 in Science department. There are 03 Seminar Halls in the college. Another mini auditorium (195 sq.Mt.) and a block (70 sq.mt) comprising of the computer centre and the centre for mass communication and journalism has also been constructed. There is also a mini stadium (390 sq.mt) with a large playground. The total built up area measures up to 4323 sq mt.

With the increase of enrolment of students, Infrastructural development has been laid emphasis on as there is a need for more class rooms. Construction of one evaluation room along with a classroom, one indoor stadium with attached restroom, a large auditorium and rooms for students' constituent bodies is completed.

The provision for instrumentation is confined to the departments of Geography, and Education. The institution has Arts and Commerce stream. Instrumentation is confined to the Stream of Science.

With the increase of enrolment of students, Infrastructural development has been laid emphasis on as there is need for more class rooms. The provision for instrumentation is confined to the departments of Geography and Education. As the institution has only Arts and Commerce stream instrumentation is not required for the rest of the subjects.

6.3.6 Human Resource Management

The principal acts as the head in all respects of the functioning of different committees and constituent bodies as per the provisions of the government.

The academic functions are monitored by the departmental heads and with the co operation of the other faculty members to meet the needs of the academic pursuits.

For fostering extension activities the faculty members engage themselves in various activities that are organised in the institution. Under the leadership of the principal, the faculty members of the different academic and non academic committees are involved in various programmes organised by the respective committees.

Each member of the office staff is assigned with specific duty which has resulted in smooth functioning of the administrative work. The mechanics of the human resource management of the institution is efficiently run through an integration of the Governing body, the principal, the vice principal, the faculties, the office staff and other stake holders.

6.3.7 Faculty and Staff recruitment

No recruitment was made in this session.

6.3.8 Industry Interaction / Collaboration

The institution has ventured into industrial visit and interaction with industrialist and motivated students for taking up industrial entrepreneurship in future career. Though, there is a limited industrial growth in and around the institution but efforts have been made from time to time to make the students aware of industrial mindset.

A group of 20 students went to visit am Industrial Complex located at Mornoi in Goalpara district. The visit has inspired them to start their own small scale industry at a preliminary level.

6.3.9 Admission of Students

Marks in qualifying examination are the benchmark for admission in the institution. Being located in a backward area the institution tries to accommodate as much students as possible to encourage higher education. For sustaining quality education major courses are offered on basis of a screening test conducted by the respective departments.

The reservation norms are followed by the institution at the time of admission.

6.4 Welfare schemes for

Teaching	Mutual Benefit Fund offers assistance to faculties in times of need.
Non teaching	The said fund also caters to the financial aid to the non teaching staff.
Students	Meritorious students and outstanding sports and cultural students are given incentives.

6.5 Total corpus fund generated | Rs.1 lac (for student aid). |

6.6 Whether annual financial audit has been done Yes [√] No [ ]

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	Academic Committee
Administrative	Yes	Government of Assam	Yes	Management

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes [ ] No [√]

For PG Programmes Yes [ ] No [√]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

As per the semester regulation of the GU the students are to appear for one sessional examination conducted by the institution in addition to the final examination conducted by the university.

Spot evaluation of final examinations is done by the faculty members in their appointed zones. However, the college has not taken any efforts to reform the examination and evaluation system on its own.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

There is no proposal from the concerned authority on autonomy of the affiliated college.

6.11 Activities and support from the Alumni Association

The programmes of the student bodies, extension activities and other development works are supported by the Alumni Association. Apart from supporting these activities the members of the Association involve themselves in different community services as a part of social responsibility. The Alumni decided to publish a yearly magazine.

6.12 Activities and support from the Parent – Teacher Association

The Parents Teacher Association renders its services not only to co operate in proper functioning of the institution but also contribute towards better academic environment. The Association facilitates the process of feedback collection and analysis. This has been efficiently carried out through the feedback received from the parents from time to time.

Moreover, through the meeting of Parents Teachers Association parents are made aware of the importance of regular attendance especially in the semester system. This helped in assessing the loopholes and in progression of students.

6.13 Development programmes for support staff

The office staffs are given orientation on the advanced skill in computer application.

Spot training for the support staff was arranged six times during this academic session where experts from S.S.Technology, Guwahati attended as resource persons.

6.14 Initiatives taken by the institution to make the campus eco-friendly

The college has been rendering services to make the campus an eco-friendly with a blending of plantation and construction of concrete classrooms. To achieve the above goal the constituent bodies such as NSS, Students' Body, and Vasundhara Nature Club have been initiating massive plantation and conservation programmes.

NSS Unit, Vasundhara Nature Club and Students' Union undertakes plantation and regular weeding programmes in the campus to sustain the eco friendly environment of the institution. Planting and taking care of the ethnic and medicinal variety of species within the college campus is being practised as one of the best practices. The institution follows the principle of planting saplings of valuable trees to mark any important event.

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

To achieve the goal of quality education with high moral value the institution geared up certain effective efforts that may have positive influences among the students as well as the community people. The following steps were taken during this academic session:

- Like the previous sessions, orientation programmes are organised to make the newly admitted students familiar with the college environment. The faculty members actively take part in these programmes. The programmes deal not only with academic pursuits but also for all round personality development.
- Counselling programmes for academic excellence mainly focussing mainly on the semester system as well as to secure high marks from the first semester onwards are focussed on.
- Incentives are offered to outstanding, meritorious, sports person and students who excel in cultural activities. This practice has brought in among the students, an enthusiastic zeal to do better.
- The faculty members are always concerned about various academic activities related to their academic career. Apart from these, the college is actively involved in various extension activities. Among them are group discussions, popular talks, symposia, field trips, competitive events – literary, cultural and sports etc are prominent.
- Regular interaction between the members of the Career Counselling and Guidance Cell and the students take place to guide them towards a better future. The positive impact of the above steps is seen in the increase of student enrolment and improvement in academic and co curricular activities.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Annexure II

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

Annexure III

7.4 Contribution to environmental awareness / protection

Being a global issue of concern, the institution lays emphasis on creating awareness in general and to the student of Bikali college in particular to protect and conserve the environment. The institution has resorted to two categories of activities to contribute to the service of environmental protection. Firstly it adopts on hand practice for augmenting plantation in and around the college campus. Secondly, it resorts to awareness campaign in the nearby villages to plant in deforested areas, open spaces nearby temples, mosques and other public places. Keeping up with the tradition of organising plantation programme at the beginning of any important events of the institution Vasundhara Nature Club, NSS unit and other faculty members engage themselves in planting of saplings with great enthusiasm. Besides the college involves the regular students to rear the *Som* garden, the *sal* garden and the *medicinal* plant garden which have been planted earlier.

The above practice has made the students of the college aware of the importance of saving trees and in turn saving the environment. Most of the students are found to involve voluntarily themselves in weeding and conservation of plants in the gardens. Some students have shown great interest in the plantation of medicinal saplings which has in a way educated other students on the benefits of such plants.

7.5 Whether environmental audit was conducted? Yes [√] No [ ]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

The weaknesses of the institution were identified in an exclusive discussion with the IQAC which were to be addressed on priority basis.

- IQAC has insisted the management to initiate enrolment drive for the students in the Science Stream.
- Need to open more self financing vocational courses and PG courses in English, Bodo, Economics, Education and Political Science.
- Management needs to approach the State Govt. regarding regularization of services of the teachers working in adhoc.
- Funding for research from different agencies.
- More faculties need to be recruited in the departments that are short staffed.

8. **Plans of institution for next year**

IQAC has concerned with the all round progress of the institution. An improved academic environment enriched with physical infrastructure and a congenial student friendly atmosphere can help to achieve the mission and vision of the institution. Therefore, the institution intends to proceed through the following steps for the next academic session.

1. Initiative for academic excellence is being undertaken. Plans are made to open new PG course in subjects like Bodo, English Education, Political Science.
2. Opening of Bio Technology Hub and introduction of BBA, BCA and BSc.(IT).
3. To introduce Nano Technology course in the undergraduate level.
4. Application for introduction of SAP Project under DST.
5. Enhancement of Media and Cultural activities.
6. To encourage industry-institute interface.
7. Participation of the students in various extension and co curricular activities supported by faculty members of the institution.
8. IQAC will monitor progress work of infrastructure facility initiated by the management.
9. IQAC will make a digital platform of communication among the faculty members, students and parents.
10. To take steps to increase the passing percentage and rate of distinction.

Name: Prof. Bhupati Das ***Name: Dr. Malina Rabha***

Signature of the Coordinators, IQAC ***Signature of the Chairperson***

_____***_____

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
GU	-	Gauhati University
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

****

Annexure II

Action taken Report

1. Prospectus cum academic calendar was published on time with full information and data for the current academic session.
2. Two faculty members was awarded PhD, one qualified for SLET, two and seven faculty members presented papers in international and national seminars respectively.
3. Required laboratory equipments has been procured for Geography and Science stream.
4. ICT classes were regularly held by the departments.
5. Sessional examinations were held on time.
6. Students actively participated in the extension activities during the session.
7. Infrastructural development was monitored and found up to the mark.
8. Faculty members are in regular touch with the most of guardians.

Annexure III

Give two **Best Practices** of the institution *(please see the format in the NAAC Self-study Manuals)*

Title of the practice: Student Helpline (As a mission of continuous practice)

Introduction: The institution has a humanitarian mission for career upliftment of all sections of student community **.**Most of the students of this institution hail from economically backward rural areas and their parents are unable to provide them sufficient supports in pursuing higher education. The parents of the students impose their children to engage in earning rather than inspiring them to get education. Fulfilling the vision of the college in uplifting the poor and the needy students, the college initiated a Helpline Practice which is one of the best healthy practices to support the cause of the students.

Goals :

1. To assist financially and to provide constructive counselling to the economically weaker students of the college.
2. To provide free study materials to the needy students who are unable to purchase from their own cost.
3. To fulfil the mission of the college faculty members help the poor and needy students to promote their dreams.
4. Very poor students are encouraged to join the Earn While You Learn scheme.

Execution of the Practice: The Student Helpline forum helps immensely to the needy students. The faculty members play a key role in identifying the needy students on the following issues:

(A) The forum identifies poor and economically weaker students on supportive documents provided by office management on the annual income of their parents.

(B) The forum identifies the poor students on the marks obtained in the H.S. final exam or attendance in the classes.

(C) The deserving students are provided Earn while You Learn facility inside or outside of the institution to mitigate their economical needs.

(D) The forum has consulted with the authority to avail the needy students to get concession on college and hostel fee and provided necessary consultancy to the students to access easy Govt. scholarship.

Evidence of success:

The outcome of the above practices stands as an evidence of success in the achievement of goals. Some of them are mentioned below.

(a) The students who struggle to complete their college education are greatly benefitted by the practice.

(b) The practice helps in reducing the trend of the dropout students.

(c) The practice helps to acquire greater self–value and mental confidence and concentration in studies.

(d) The students under “Earn while Learn” provision can avail facilities to work outside the institution one day in a week outside of the class routine.

(e) The practice creates a working environment among the students and enables them to be independent.

The above results of this best practice indicate that continuous efforts can give expected results.

Problems encountered: Some of the needy students could not avail the opportunity owing to their lack of communication. Moreover, some students could not get income certificate from the concerned Govt. offices at due time.

Resources required:

Considering the above problems the mission requires

- Proper identification of the needy students.
- Financial assistance from the management and government.

Title of the practice: Faculty Enrichment Practice (As a mission of continuous practice)

Introduction: The College generates knowledge for dissemination and highlights on quality education. Teachers' quality performance is a valuable resource of an institution to provide best education to the student community.

Goals

- To help the new faculty members to be familiar with new academic environment.
- To increase the effectiveness of their teaching quality.
- The educators can do better by guiding the students in their academic and extracurricular activities.
- To create a competitive environment among the faculty members.

Execution of the Practice:

- Institutional intensive seminar has been designed to enhance the teaching quality.
- One day convention is held among the faculty members where participants engaged in focussed discussion, review of current academic courses etc.
- Topics of discussions are determined through suggestion with senior faculty members who are well versed in the vital issues of concerned areas.
- A programme on Evaluation and Feedback has been conducted among the faculty members to review and prepare new mechanism to excel the quality of the teachers.
- A programme on creative writing has been held under the aegis of English, Assamese and Bodo Department which is considered to be effective in drawing creative feelings and emotions and be considered to be fruitful in the class room.
- A programme on Progressive Awareness has been held among the faculty members aiming at updating teachers with the latest Educational pedagogy.

Evidence of success:

.The practices mentioned have helped the faculty members to enhance quality education, self confidence and prepare the new faculty members to assess their drawbacks to impart better teaching. Moreover, faculty members are inspired to move for career advancement getting suitable suggestions from the senior faculty members. They can also create a congenial job environment enriching their academic career as well as a healthy class environment.

Problems:

Owing to time bound academic routine, internal and sessional examinations and extra academic and non-academic activities such healthy practices get difficulties to implement as per expectation.

Financial hardships stand as impediment to cover more number of programmes under this mission.

Since there is shortage of faculty members it becomes difficult at times for continuous pursuance of the practices.

Resources required

A pool of fund as well as human resource is felt necessary to advance the faculty members and their expected competency.

Annexure IV

Feedback Analysis

Feedbacks from outgoing students are taken and analysed by a five member committee comprising of the Principal, the chairman of Governing Body and three senior faculty members. The weaknesses detected from the analysis are conveyed to the concerned faculty members to help them transform their strategy or modify their ways so as to help the students. All matters relating to the outcome of the feedback are kept in secret and are communicated only to the person concerned.

8.0

ACADEMIC CALENDAR - SESSION-2017-18

APRIL -17

SUN	MOn	TUE	WED	THU	FRI	SAT
30						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

TOTAL WORKING DAYS- 23

TOTAL TEACHING DAYS- 23

ACADEMIC & OTHER ACTIVITITES	LIST OF HOLIDAYS
ADMISSION----------H.S. -I YEAR COMMENCEMENT OF CLASS ----------H.S. II YEAR MEETING----STAFF MEETING----------TO BE NOTIFIED	GOOD FRIDAY- 14 April BOHAG BIHU- 14,15,16 April *TOTAL HOLIDAYS (INCLUDING SUNDAYS):* 8

MAY-17

SUN	MOn	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

TOTAL WORKING DAYS- 25

TOTAL TEACHING DAYS-25

ACADEMIC & OTHER ACTIVITIES	LIST OF HOLIDAYS
SEMINAR/WORKSHOP: TO BE NOTIFIED	MAY DAY - 1 May BUDDHA PURNIMA: 10 May *TOTAL HOLIDAYS (INCLUDING SUNDAYS):* 6 DAYS

JUNE-17

SUN	MOn	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

TOTAL WORKING DAYS- 24

TOTAL TEACHING DAYS- 24

ACADEMIC & OTHER ACTIVITIES	LIST OF HOLIDAYS
PLANTATION DRIVE PROGRRAM ON WORLD ENVIRONMENATL DAY ---- 5th JUNE ORIENTATION PROGRRAM --------LAST WEEK UNIT TEST----------NOTIFIED BY DEPT.	ID-UL- FITRE:- 26 & 27 June *TOTAL HOLIDAYS (INCLUDING SUNDAYS):* - 6 DAYS

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JULY -17

SUN	MON	TUE	WED	THU	FRI	SAT
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

TOTAL WORKING DAYS- 26

TOTAL TEACHING DAYS- NIL

ACADEMIC & OTHER ACTIVITIES	LIST OF HOLIDAYS
THE COLLEGE OFFICE AND LIBRARY WILL REMAIN OPENED ON THE WORKING DAYS OF THIS PERIOD.	SUMMER VACATION 1st July to 31st July

AUGUST-17

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

TOTAL WORKING DAYS- 25

TOTAL TEACHING DAYS-25

ACADEMIC & OTHER ACTIVITIES	LIST OF HOLIDAYS
STAFF MEETING ----------TO BE NOTIFIED FUNCTION:----------FRESHERS' DAY UNION BODY ELECTION ----TO BE NOTIFIED CLASS TEST/UNIT TEST--- ----- I , II, & III SEM	INDEPENDECE DAY—15 August TITHI OF SRIMANTA SANKARDEV- 23 August *TOTAL HOLIDAYS (INCLUDING SUNDAYS)*: 6 DAYS

SEPTEMBER-17

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

TOTAL WORKING DAYS- 19

TOTAL TEACHING DAYS-19

ACADEMIC & OTHER ACTIVITIES	LIST OF HOLIDAYS
BCSU'S ELECTION --------TO BE NOTIFIED OATH TAKING OF NEW UNION BODY EXAM/TEST:-- UNIT TEST (H.S.-I & H.S.-II) SESSIONAL EXAM-(ALL SEMS)	TIHI OF SRI SRI MADHAB DEV- 10 Sept. JANMASTOMI ----------18 Sept. ID –UZ ZUHA ---------- 25 & 26 Sept. DURGA PUZA ----------27 to 30 Sept. Onwards JANMOSTAV OF SRIMANTA SANKARDEV-30 Sept. *TOTAL HOLIDAYS (INCLUDING SUNDAYS)*: 11 DAYS

OCTOBER-17

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

TOTAL WORKING DAYS-19

TOTAL TEACHING DAYS-19

ACADEMIC & OTHER ACTIVITIES

SEMINAR/WORKSHOP:

LIST OF HOLIDAYS

MUHARAM: 1 OCTOBER
GANDHI JAYANTI: -2 October.
DURGA & LAKHSMI PUZA: 3, 4, 5 October
KATI BIHU:--18 October
KALI PUZA/DEWALI: 19 &20 October
TOTAL HOLIDAYS (INCLUDING SUNDAYS)--------12 DAYS

NOVEMBER-17

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

TOTAL WORKING DAYS-24

TOTAL TEACHING DAYS-24

ACADEMIC & OTHER ACTIVITIES

FIELD STUDY:----------1ST WEEK
SEMINAR/WORKSHOP :- -----3RD WEEK
STAFF MEETING:------TO BE NOTIFIED
UNIT TEST:---------- 2ND WEEK
TERMINAL EXAM: ----------3RD WEEK
PRE-FINAL TEST-H.S. (I) YEAR - TO BE NOTIFIED

LIST OF HOLIDAYS

GURU NANAK'S BIRTHDAY: 4 November

LACHIT DIVAS----------: 24 November

TOTAL HOLIDAYS (INCLUDING SUNDAYS): 6 Days

December-17

SUN	MON	TUE	WED	THU	FRI	SAT
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

TOTAL WORKING DAYS- 24

TOTAL TEACHING DAYS-24

ACADEMIC & OTHER ACTIVITIES

FIELD STUDY: ENV. STUDIES -1ST WEEK.
EXAM:----------I,III, V SEMESTERS
SEMINAR/WORKSHOP :- --------3rd WEEK
COLLEGE WEEK----------LAST WEEK

LIST OF HOLIDAYS

ASOM DIVAS (SUKAFA DIVAS) : 2 December

CHRISTMAS DAY - 25 December

TOTAL HOLIDAYS (INCLUDING SUNDAYS): 7 Days

JANUARY-18

SUN	MOn	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

TOTAL WORKING DAYS- 23

TOTAL TEACHING DAYS-23

ACADEMIC & OTHER ACTIVITIES

COMMENCEMENT OF CLASSES: II, IV, VI SEM- 1ST WEEK.
REMEDIAL CLASSES----------FOR DISADVANTAGE STUDENTS
UNIT TEST: ------- CONDUCTED BY DEPARTMENT

LIST OF HOLIDAYS

WINITER BREAK:
MAGH BIHU- 13, 14 & 15 January
SARASWATI PUZA- 22 January
Republic Day- 26 January
TOTAL HOLIDAYS (INCLUDING SUNDAYS): 8 days +

FEBRUARY-18

SUN	MOn	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

TOTAL WORKING DAYS-23

TOTAL TEACHING DAYS-23

ACADEMIC & OTHER ACTIVITIES

EXAM: SESSIONAL ---II,IV,VI SEMESTERS
EXAM: ANNUAL---------- H.S. Ist YEAR

LIST OF HOLIDAYS

SIVARATRI – 14 February

TOTAL HOLIDAYS (INCLUDING SUNDAYS): 5 days

MARCH-18

SUN	MOn	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

TOTAL WORKING DAYS- 24

TOTAL TEACHING DAYS-24

ACADEMIC & OTHER ACTIVITIES

EXAM: SESSIONAL ----II,IV,VI SEMS

LIST OF HOLIDAYS

DOLJATRA – 1 & 2 March
GOOD FRIDAY- 30 March
TOTAL HOLIDAYS (INCLUDING SUNDAYS): 7 days

Note : • Exact date of Final Examinations will be notified as announced by the G. U. and A.H.S.E.C authority
• Holidays are based on Holiday List 2017-18 of G.U. and will be notified accordingly.
• AHSEC (Assam Higher Secondary Education Council)
• BCSU (Bikali College Students' Union)

Dr. Malina Devi Rabha
Principal, Bikali College
Dhupdhara, Goalpara (Assam) Pin : 783 123