



Yearly Status Report - 2018-2019

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 own campus	Yes
Phone no/Alternate Phone no.	+918133874116
Mobile no.	7002777137
Registered Email	bikalicollege@gmail.com
Alternate Email	gogoimonoj123@gmail.com
Address	DHUPDHARA, GOALPARA
City/Town	DHUPDHARA
State/UT	Assam
Pincode	783123
2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Monalisha Roychaudhury
Phone no/Alternate Phone no.	03663284331

Mobile no.	9435149888
Registered Email	bikalicollege@gmail.com
Alternate Email	mroychaudhury30@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://bikalicollege.org/wp-content/uploads/2021/07/AQAR-JULY-2017-JUNE-2018.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://bikalicollege.org/wp-content/uploads/2021/08/Academic-Calendar-2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C++	68	2004	01-Sep-2004	31-Aug-2011
2	B	2.3	2010	01-Oct-2010	31-Aug-2016
3	B	2.36	2016	01-Sep-2016	31-Aug-2021

6. Date of Establishment of IQAC 05-Feb-2009

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/beneficiaries
Awareness Programme on Swachh Survekshan Grameen	20-Aug-2018 1	89
Quiz Competition	08-Sep-2018 1	139
Convention Of Rabha Language Organised by IQAC, Bikali College in Collaboration with Sahitya Academy	14-Sep-2018 2	59
Awareness Programme on Social Media	09-	43

	Oct-2018 1	
Multi-Lingual Poets	31-Oct-2018 1	28
Mera Bharat Swarnim Bharat	20-Jan-2019 1	110
Debate Competition	13-Apr-2019 1	41

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
BIKALI COLLEGE	Fee Waive	Govt. of Assam	2019 365	3327559
BIKALI COLLEGE	RUSA 1.0	RUSA	2018 365	5000000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

6

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

IQAC initiated an awareness programme on Swach Surveshan Grameen at the College premises on 2018. Demonstration in that programme were given by the officials of Public Health Engineering (PHE), Government of Assam

IQAC organised a quiz competition under the government scheme 'Swadesh Adhyayan' at Bikali college premises on 08-09-2018

A convention on Rabha Language was organised on 14-15 September, 2018 with the support of Sahitya Academy in collaboration with All Rabha Sahitya Sabha

IQAC organised an awareness programme on 'Evils of Social Media in collaboration with the Dhupdhara Police Station

IQAC has organised multilingual poets conference to expose the students to different poets of Eastern India and also inspire them to bring out their talents on modern poetry

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

Plan of Action	Achivements/Outcomes
To start academic audit for quality improvement of the students and faculties	Could not be implemented
To encourage career advancement programmes for teachers	Many faculties participated in Orientation and Refresher Programmes

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	09-Mar-2019

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission	2018
Date of Submission	30-Sep-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The college has partial Management Information System. Office Automation, Admission, Student data, Library, College Accounts, Group SMS systems etc. are managed through MIS.

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. 1 words

Well planned curriculum delivery and documentation is considered one of the important requirements of higher academic institution and therefore has been given to build an effective mechanism for curriculum delivery and documentation in Bikali College. As an affiliated institution of Gauhati University, it delivers curriculum framed by the "Committee for Curriculum Syllabus" (CCS) of Gauhati University for all three streams through a specific mechanism. A brief description of the mechanism for well planned curriculum delivery and documentation is given below. The Principal is the chairperson of all committees of the institution, also heads the Academic Committee and the Routine committee which have been assigned to implement the role of curriculum delivery and documentation. The Academic Committee is required to prepare guidelines and instructions in pursuance to the instructions of the affiliating university and the Routine Committee prepares class routine for the academic session. The institution follows the mechanism for successful implementation of academic progression. It arranges learning materials and resources such as class routine, physical infrastructure, recording of teaching materials, necessary guidelines etc. for efficient delivery of lessons. Curriculum planning and implementation mechanism of this institution is assigned to both the committees for smooth functioning of classes. There is a provision for students wherein they can inform the Academic Committee about non completion of syllabus and other academic problems. The Academic Committee addresses these problems and arrangements for virtual classes are made if necessary. The institution has a mechanism for remedial classes for weak students established before the end semester examination. The faculty members prepare a remedial plan and accordingly tries to complete the syllabus within the stipulated time. The class and course records are documented in Departmental diary allotted to each department by the Academic and Routine Committee of the institution. The Examination Committee is responsible for handling the end semester examinations and the departments are given liberty to hold tests as per their need for the benefit of the students. The Head of Departments along with their departmental faculties hold a meeting

beginning of each semester to discuss the mechanism for smooth completion of the syllabus along with assignments and library work for student institution tries to build a mechanism for curriculum delivery where faculty members are liable for any lacuna in delivering course content.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship
0	0	Nil	0	0

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented in affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective System
Nil	0	Nil

1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Courses
Number of Students	Nil	Nil

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	Nil

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects/ Internships
BA	Geography	26

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	N
Employers	N
Alumni	N

Parents

N

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

Feedback Obtained

The college has evolved a mechanism for students' feedback system among students through departmental heads. Printed questionnaires are distributed among randomly selected students which are to be filled up secretly and submitted to the principal in closed envelopes. Students give feedback to each individual faculty for each department. The students use their feedback about performance of faculties, departmental performance about infrastructure facilities as well as about course contents. The collected feedback formats are assessed by the expert committee. The results of the assessment are communicated to the departmental heads through the Principal.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Applications received
BCom	Accountancy, Finance, Management	120	87
BSc	Botany, Chemistry, Physics, Statistics, Zoology	80	56
BA	Assamese, Bodo, Economics, Education, English, Geography, History, Political Science, Mathematics	520	498
MA	Assamese	30	55
MA	Geography	10	25

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2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	to
2018	1349	80	40	2	

2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-teaching
44	24	51	4	2	

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2.3.2 - Students mentoring system available in the institution? Give details. (maximum 500 word

Formal Mentoring system was not available during the year.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor :
Null	Null	N

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. o
49	45	4	Null	

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, received from Govt recognized b
No Data Entered/Not Applicable !!!			

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2.5 - Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration o semester-end/ year- enc
BA	BA	6th	20/05/2019	11/11/201
BA	BA	5th	05/11/2019	08/04/201
BA	BA	4th	08/06/2019	29/08/201
BA	BA	3rd	20/12/2018	04/04/201
BA	BA	2nd	20/05/2019	07/08/201
BA	BA	1st	05/01/2019	30/04/201

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

A continuous evaluation system is well coordinated to monitor the progress of the students. Frequent class tests, surprised tests, g class presentation, seminar presentation, class assignments, g discussions, etc. are conducted and the students are continuously e and their performance and progress monitored. Class tests on units are held regularly with a view to prepare the students to do better examinations and to make their concepts clear. The seminar presenta

projects encourage the students to enhance their critical thinking and creativity. Students are involved in framing questions on topics covered. This can be considered as innovative learning method. The tests and assignments and activities help in developing the problem solving skills of the students.

Corrected answer scripts are shown to the students for scrutiny and clarification. Group assessment is conducted by teachers when students are assigned group presentations and assignments. Tutorials and remedial activities are conducted for students with special needs.

2.5.3 - Academic calendar prepared and adhered for conduct of Examination and other related activities (in words)

Being affiliated to the Gauhati University, the College follows the academic rules and regulations provided by the university. However, the college also prepares an academic calendar for holding internal assessments. On the other hand, for the end semester examination, we follow the schedule prepared by the university. The academic calendar contains the details of the admission process, class commencement, staff meeting, seminars, workshops, including the holiday list provided by the university. Besides this, important events of the year i.e. College Foundation Day, Independence Day, Republic Day, International Women's Day, International Yoga Day, International Non-violence Day, NCC Day, World Environment Day, Titli Sankardeva and Madhavdeva etc. are also mentioned in the academic calendar. The college also celebrates plantation programme on the occasion of Environment Day on 5th June.

2.6 - Student Performance and Learning Outcomes

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

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2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination
Ass	BA	Assamese	30	30
Bodo	BA	Bodo	8	8
ECO	BA	Economics	9	9
EDN	BA	Education	29	29
ENG	BA	English	14	14
GEO	BA	Geography	15	15
HIS	BA	History	8	6
PSC	BCom	Pol. Science	17	17

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2.7 - Student Satisfaction Survey

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

[Student Satisfaction Survey \(SSS\) was not done for the year](#)

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research**

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received year
Nil	0	0	0	0

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3.2 - Innovation Ecosystem

3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Acader practices during the year

Title of workshop/seminar	Name of the Dept.
00	NA

3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the

Title of the innovation	Name of Awardee	Awarding Agency	Date of award
0	0	0	Nil

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Co
0	0	0	0	0	N

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nil

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor
Nil	0	Nil	0

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

Department	Number of Publication
0	Nil

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3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number excluding
0	0	0	Nil	0	0	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation mentioned in the
0	0	0	Nil	Nil	Nil	0

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

Number of Faculty	International	National	State
Attended/Seminars/Workshops	1	1	0
Presented papers	Nil	3	Nil
Resource persons	Nil	Nil	Nil

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3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Education and Legal Rights of Girl Child	Bikali College Women Cell	10	0

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
0	0	0	Nil

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

Name of the activity	Organising unit/agency/ collaborating agency	Name of the activity	Number of teachers	Number of students
0	0	0	0	0

the scheme	unit/Agency/collaborating agency	activity	participated in such activities	participa act
Swachh Bharat	NSS	Cleanliness Drive	15	

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3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange duri

Nature of activity	Participant	Source of financial support
0	0	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To
0	0	0	Nil	Nil

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers particip MoUs
0	Nil	0	Nil

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure d
350	300

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existin A
Class rooms	Newl
Campus Area	Ex:
Laboratories	Newl
Value of the equipment purchased during the year (rs. in lakhs)	Newl

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4.2 - Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of purchase
Soul Software (Inflibnet)	Fully	2.0.0.12	

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		
Text Books	11452	509670	179	143200	11631
Reference Books	9561	285450	190	244817	9751
e-Books	Nil	5900	Nil	Nil	Nil
Journals	25	118131	Nil	Nil	25
Weeding (hard & soft)	343	29710	30	1200	373
Others (specify)	35	Nil	Nil	Nil	35

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launch of content
0	0	0	Nil

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Avail Bandwidth (MBPS/GBPS)
Existing	51	20	6	0	3	6	13	3
Added	0	0	0	0	0	0	0	0
Total	51	20	6	0	3	6	13	3

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

0 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and facility
0	NA

4.4 - Maintenance of Campus Infrastructure

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

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurred on

academic facilities	maintenance of academic facilities	physical facilities	maintenance facilities
2000000	1900000	4000000	40485

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

There are certain procedures and policies for maintaining and utilizing academic and support facilities of Bikali College. The procedures and policies for these facilities are briefly elaborated below. Activities of Lab The institution has intention to maintain and manage laboratories available at the college for the maximum benefit of the students. Maintenance of laboratories of the geography, education, physics, chemistry, botany and zoology are assigned to the departmental heads. He/she is assisted by faculty members of the departments along with a bearer for the proper maintenance of the laboratories. New equipments for the laboratories are purchased every year on the basis of the requirements after due consultation with the Governing body. Library: The college library is regarded as an important academic asset of the college and therefore utmost importance is given in the proper maintenance of the library. The library is managed by a Library Committee which is formed as per the direction of UGC and Ministry of Education Department, Government of Assam. The Committee responsible for the yearly budget as well as purchasing of new books and other equipments, subscription of e-journal and e-books etc. The library is headed by a Librarian. She is assisted by one 4th Grade employee and two library assistants. Sports Complex: Keeping in mind the potentiality of growth in sports, the college authority adopted holistic approach to avail in outdoor games facilities in the college premises. The college has an outdoor stadium (for football, cricket and outdoor games), an indoor basketball court and volleyball ground. For maintenance of the sports facilities, the college authority appoints advisors cum teacher-in-charge. There is also one elected student representative for the sports activities. Computers: Computer facility is a must for any institution now days. The college has provided 10 computers for office and library management. In addition to one for each department. Besides, it has been running a computer lab equipped with 20 computer sets. Two assistants having hardware and software knowledge have been appointed (on contract basis) by the college authority for proper management of computers. Classrooms: Bikali college has provided well furnished required classrooms along with two smart classrooms. In addition to five big class halls, each department has been allotted two specific rooms for UG Honors and PG classes. Literary Bodies: For the smooth functioning and guidance, the college authority has assigned two professors -in-charge to each of the literary bodies. NSS: The college authority has availed the facility of National Service Scheme (NSS) for the personality development of the student volunteers of the college. The college authority manages this unit with an advisory body and a programme.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

Name/Title of the	Number of
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	scheme	students
Financial Support from institution	0	0
Financial Support from Other Sources		
a) National	0	Nil
b) International	0	Nil

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled
0	Nil	Nil

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam
2018	0	Nil	Nil	Nil
2019	0	Nil	Nil	Nil

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	4

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus	
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated
No Data Entered/Not Applicable !!!				

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Percentage
2019	3	BA	Political	GU	

			Science	
2019	4	BA	Education	GU
2019	6	BA	Geography	GU
2019	2	BA	History	GU
2019	2	BA	Economics	GU
2019	2	BA	Bodo	GU, BU
2019	4	BA	English	GU, BU
2019	9	BA	Assamese	GU

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

Items	Number of students selected/ qualifying
Nil	Nil

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

Activity	Level	Number of Particip
College Week	College Level	150

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5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number
2018	Nil	Nil	Nil	Nil	Nil

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

Student council of Bikali College is known as Bikali College Student Union. It is an elected representative body of all the students of Bikali College. The Union body is constituted by the regular students of the college and is elected through secret ballot for a term of one year strictly adhering to the guidelines of the Lingdo commission. The elected bodies under the supervision of teacher-in-charge organize and promote various cultural and sports activities of the college.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

155

5.4.3 - Alumni contribution during the year (in Rupees) :

0

5.4.4 - Meetings/activities organized by Alumni Association :

1

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Decentralization of academic responsibility: The college frater... involved in various academic responsibilities. The college authori... specific committees where the entire faculty members are giv... responsibilities for smooth functioning and overall academic devel... the college. Bikali College administrative authority with consulta... members of IQAC formulate sub committees who are assigned to pl... activities throughout the academic year. Accordingly the plans are... out as decided by the committees. The IQAC is authorized to imple... monitor the activities so as to raise the overall quality of the in... Each sub-committee has a coordinator and a few faculty members as... Each committee take the responsibility in all matters related t... committee. As already stated the Principal forms these sub committe... the advice of IQAC. Sub committees such as Routine Committee, Ad... Committee, Academic Committee, Examination Committee, Library Con... Hostel Advisory Committee, Prospectus Committee, etc. are giver... independence in matters of functioning and formulating polici... Decentralization in Infrastructural Development and Purchase: The C... a Construction Committee and Coordinator, RUSA which is given... responsibility of planning, development and execution of infrastr... projects related to new construction and renovation of existing fa... The College also has a Purchase Committee which is entrusted with t... responsibility of purchase of books, general equipment, laboratory... etc.

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

Partial

6.2 - Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The college is affiliated to Gauhati University and f... curriculum prescribed by it for all the courses off... college has no role in framing the curriculum. Howe... faculty members plays a proactive role in present... recommendations for CBCS based syllabus revision by... University. The department of Geography of the col... facilitated value added certificate programme to go... syllabus. Students attend and participate in va...

	departmental seminars that help the students in g academic experience.
Teaching and Learning	The IQAC interacts with the HoDs from time to time t teaching learning process. This is done to improve methodologies, classroom environment, and results internal and university examinations. Departments ar to organise seminars and workshops for development students. Special lectures were organised by va departments of the college. Field trips and educatic were organised. Laboratory and Library infrastru augmented through RUSA schemes.
Examination and Evaluation	All examination-related works are taken care of Examination Committee. The examination and evaluati is prescribed by Gauhati University which is follow college. The affiliating university conducts the s examinations. The sessional examinations, internal a assignments, field and project work (where applica students are conducted by the college through the Ex Committee. Class tests, group discussions, classroom interactive sessions, practical etc are conducted a departmental plan in consultation with the Committee are informed about the university examination sch pattern and scheme of examinations, etc. through n faculties and office members. Student performance is by the faculties through class tests and students about areas in which they need to make improvem
Research and Development	The Research Committee administers the promotion and of research activities in the College. The Faculty n the college are encouraged to attend internation national workshops, conferences and present research
Library, ICT and Physical Infrastructure / Instrumentation	The institution has provided ICT facilities and othe resources for academic development and administr purposes. The staff and students have access to the for required academic information and other relevan ICT is employed in a number of activities. Wi-Fi is in certain areas so that the students can have acce The Librarian is assisted by the Library Advisory C for development of the library by recommending k journals, magazines etc. The library provides interr to both the students and the staff members. It also reprographic services to students and faculties w required.
Human Resource Management	The college has a well-defined, fair, non-discrimir policy for its employees. Staff development is give priority. The college organises orientation programm external resource persons every year for the offic Open discussions are organised during staff meeting in enhancing the quality of teaching-learning proce creating the spirit for team work.
Industry Interaction / Collaboration	The college has a close relation with two local inc The IQAC with the department of Commerce takes stu these industries for projects and also make them awa

	opportunities available with the local industry for their employment.
Admission of Students	The Admission committee of the college consisting of members from every department help with the admission process. Admission is based on merit. The merit list of students is displayed in the notice board of the college. During the admission process the members of this committee interact with the students and help the students in selecting subjects if and when required. Parents of some students interact with the concerned departmental faculty during the admission which helps to develop a cordial relation between the college and the guardians.

6.2.2 - Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The website has been developed in such a way that it is effective in implementing e-governance in all aspects. Official groups are formed at different levels to facilitate a yet effective mode of planning of activities. Utmost care has been put into to achieve the goal of going paperless in all areas of governance.
Administration	Paperless approach is encouraged by the college authorities as much as possible. SMS is sent to the students or info is put up on the website for communicating urgent info. Notices and circulars are uploaded in the website for easy circulation. Whatsapp groups are formed with student department to facilitate interaction between the students and the teachers regarding classes, doubts, information regarding internal examination, assignments etc.
Finance and Accounts	All salary payments are made through online transfer. The college is planning to make the process of giving the admission fee online.
Student Admission and Support	An online admission portal is there in the College website where necessary information related to the admission can be immediately accessed. Interested students from state and beyond can browse the website and gather relevant information. Relevant documents including circulars and communications are accessible online. Information regarding student support services such as library, computer center, Cells and Clubs, Grievance Redressal Mechanism etc. are available online. All these are done to keep in line with the paperless approach.
Examination	The dates and other aspects related to Examinations are announced through the college website. Instructions and evaluation of internal class projects and assignments are done through the digital platform whenever possible.

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided
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Nil	Nil	Nil	Nil
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No file uploaded.

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participant (Teaching staff)
2018	Nil	Training of office staff for office automation.	10/08/2018	10/08/2018	Nil
2018	Nil	ICT training for management for office staff	16/11/2018	16/11/2018	Nil
2018	Nil	Training programme on accounts and book keeping.	28/02/2019	28/02/2019	Nil

[View File](#)

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

Title of the professional development programme	Number of teachers who attended	From Date	To dat
Refresher Course of Mathematics and Statistics	1	19/12/2018	08/01/2
Refresher Course in Assamese	1	03/10/2018	23/11/2
One Week Workshop on Qualitative Methods in Social Sciences, Ethnography, Narratives and Social Stories	1	10/06/2019	16/06/2

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Ful
Nil	Nil	Nil	N

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
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<p>There are several welfare schemes for teaching non-teaching staff of the college-</p> <ul style="list-style-type: none"> a. Medical allowance b. Maternity paternity leave as per rules c. Child care leave d. Medical leave e. Psychological counseling f. Encouragement for carrying out Ph.D. programme g. Identity cards h. Sports facilities i. Group Insurance scheme for teaching and non-teaching staff j. G.P.F. facility k. Gratuity l. Employee association m. Various leaves available to both teaching and non-teaching 	<p>There are several welfare schemes for teaching non-teaching staff of the college-</p> <ul style="list-style-type: none"> a. Medical allowance b. Maternity paternity leave as per rules c. Child care leave d. Medical leave e. Psychological counseling f. Encouragement for carrying out Ph.D. programme g. Identity cards h. Sports facilities i. Group Insurance scheme for teaching and non-teaching staff j. G.P.F. facility k. Gratuity l. Employee association m. Various leaves available to both teaching and non-teaching 	<p>The College takes special students belonging to lowe group and reserved categorie ST, OBC, MOBC, Minorities, etc. College facilitates scl from Government, Book Bank f offered for the needy st</p> <p>Financial aid is extend meritorious but poor student Student Aid Fund, assistanc provided to needy students contribution of the teaching teaching staff of the Colle departments offer financial needy students. Counsel: conducted on regular bas strengthen their mental l improve academic quality, to socially responsible and hel holistic development. Fi support to any students v injured during sport or o curricular activities in th premises or outside while re college team are taken care college authority.</p>
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6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words ea

The internal and external financial audits are regarded important f financial management and resource mobilization. The institution f three layered audit system which is done regularly. In the first auditors are appointed by the Governing Body to check and cross ve the financial transactions. It is followed by the second layer a (internal audit) who is a specified chartered accountant. The third layer of auditing is assigned to the Director of Audit and Acco Government of Assam (external audit). The auditing system covers financial transaction including student fees, government and other grants, donations etc. During the auditing period cash books, fee grant letters, utilization statements , vouchers etc are verified. audit reports are placed before the Governing Body and it takes n decisions in case of any discrepancies.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	
Bikali Mouja Unnayan Samity	926400	Ac s

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6.4.3 - Total corpus fund generated

350000

6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	A
Academic	No	Nil	No	
Administrative	No	Nil	No	

6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

For all round development of the institution the role of parents and is equally important to the other stakeholders. Keeping in view the institution initiated to form Parent Teachers Association since its Activities and Support from The Bikali College Parent-Teacher Assoc Interactions between teachers and parents is organised to establish relationship wherein both the parties can freely discuss about issue to problems of the learners. b) Direct accessibility is enhanced th association so as to let them know the facilities available in the i beside those of regular courses. c) By virtue of this association extend their helping hands in co curricular and academic activities during educational tours.

6.5.3 - Development programmes for support staff (at least three)

1. Training of office staff for office automation. 2. ICT traini management for office staff. 3. Training programme on accounts a keeping.

6.5.4 - Post Accreditation initiative(s) (mention at least three)

1. More teachers have enrolled into Ph. D. Programme and particip seminars and workshops. 2. Purified drinking water and washroom fac been promoted. 3. Remedial classes are in practice 4. Purchase comm been formed.

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal
b) Participation in NIRF
c) ISO certification
d) NBA or any other quality audit

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To
2018	Awareness Programme on Swachh Survekshan Grameen	20/08/2018	20/08/2018	20/08/2018
2018	Quiz Competition	08/09/2018	08/09/2018	08/09/2018

2018	Convention Of Rabha Language	14/09/2018	14/09/2018	15/09/2018
2018	Awareness Programme on Social Media	09/10/2018	09/10/2018	09/10/2018
2018	Multi-Lingual Poets' Conference	31/10/2018	31/10/2018	31/10/2018
2019	Mera Bharat Swarnim Bharat	20/01/2019	20/01/2018	20/01/2019
2019	Debate Competition	13/04/2019	13/04/2019	13/04/2019
2019	Workshop on CBCS and DRAFT NEP 2019	04/04/2019	04/04/2019	04/04/2019

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants
			Female
Education and Legal Rights of Girl Child	09/11/2018	09/11/2018	34

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

Percentage of power requirement of the University met by the renewable energy sources
1. Rain water harvesting, 2. Promotion of plantation among students and local communities, 3. Cleanliness drive, 4. Students are advised to switch off lights and fans after classes.

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	
Provision for lift	No	1
Ramp/Rails	Yes	
Braille Software/facilities	No	1
Rest Rooms	No	1
Scribes for examination	No	1
Special skill development for differently abled students	No	1

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to	Date	Duration	Name of initiative	Issues addressed

		local community				
2018	1	1	01/09/2018	1	Awarness programme and survey in six villages	Scientific awareness and witch hunting

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7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for Principal	01/02/2019	More responsible in performing administrative academic and financial duties of the institute
Code of conduct of Governing Body	01/02/2019	Maintaining openness and transparency and communication strategies towards achieving the vision of the college
Code of conduct for students	01/02/2019	There has been marked improvement in the behaviour of the students which has led to a cordial relationship among the students, staffs, teachers and classmates
Code of conduct for teachers	01/02/2019	There has been improvement in the attitude of teachers towards colleagues, authority, staffs and students.
Code of conduct for non-teaching staff	01/02/2019	Behaviour towards higher authority and all staff of the institute has improved and they have become dutiful and responsible.

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	File
Mera Bharat Swarnim Bharat (Prajapati Brahmakumari)	25/01/2019	25/01/2019	

[View File](#)

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

1. Regular plantation for greenery of the campus, 2. Single use plastic free campus, 3. Use of bamboo dustbins, 4. Rain water harvesting, 5. Proper drainage to curb water logging, 5. Students and teachers are involved in gardening, 6. Initiative to make the campus horn free and 7. Tobacco free campus

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

• **Best Practice 1: Social Awareness.** • **Goal:** To impart scientific knowledge and remove superstition. • **Need addressed and the Context** In designing and implementing the best practices, several challenging issues and contextual features have been taken into consideration. The college being situated in the rural area it is a prime challenge to make students aware of and remove superstitions like witch hunting, believing in quacks etc. which are prevalent in the surrounding remote villages of the college. The village of Bishnupur is selected because it is prone to such unscientific beliefs, illiteracy and poverty. The purpose of social awareness of the nature and effects of such superstition should reach the community through the college. This is beyond the frame work of the college curriculum. The college tries to make its education more inclusive so that every student understands her/his role in the society and gets an opportunity to involve herself/himself with various societal issues. • **The Practice** The college adopted a village, Bishnupur (around 3 kms from the college campus) reported to have strong superstitious beliefs. A group of students and faculty members visited the village and interacted with the inhabitants to know their beliefs and tradition. They had to be very tactfully deal with them as they firmly believed in existing of witches and traditional medicine. Faculty members talked to various groups of villagers belonging to different age groups. A free health check up camp was set up for the day headed by Dr.Arup Senapati from Rangjuli Public Health Centre. An awareness programme was organized and young participants and students of the college were encouraged to take initiative in removing the superstitions. Follow ups are being done from time to time and faculty members help in case of hurdles face by the volunteers in the field. Such programmes help students to contribute to the creation of an enlightened humane society and also inculcate the values. The whole structure of such noble practices usher them to understand the value of education. • **Success** i. In the process of enlightening the inhabitants of the village have shown positive response and have been given feedback at intervals. ii. The programme has evolved an associating village community and the institution. This is a positive effect of the programme. iii. Influenced by the scientific approach the residents of the village have shown eagerness to be associated with the institution's programmes. • **Problems encountered** i. The people of the village were initially not very eager to listen to the resource person. ii. It was a challenge to show scientific reason to remove superstitions. iii. Some volunteers were ignored when they approached some village elders.

Practice 2: Horticulture Practice as a way to Livelihood • **Goal:** Sustainable Earning and Environmental Preservation. • **The Context** Since the college is located in a rural area there is immense scope for employment in the field of horticulture. One of the major aims of the college is to create employment for its students. Most of the students come from agricultural background and are quite acquainted with the basic knowledge of agriculture. It is necessary to equip them with institutional support for improved technique of horticultural practices. • **Practice** The Department of Economics of the college initiated workshops and motivational programmes from time to time to attract the students interested in horticulture. Mr.Debarata Rabha, a well known and successful banana cultivator came as a resource person and a motivated entrepreneur. Products from his orchards are sent to different parts of the country and abroad. Interaction with him enlightened the students and showed a possible way of livelihood. Interested but de-motivated students of the institution are taken to the field to show the success stories which act as a source of inspiration and motivation to become self dependent and contribute to the environment. Such projects make the entrepreneurs

economically independent. There are ample evidences of such initiatives. Success i. The plants for every plantation programme of the college are provided by the nurseries owned by our ex-students. ii. A number of students are inspired by attending such workshops have started nurseries and orchards in their own villages. They have also employed workers in their respective enterprises. iii. There are evidences of many youths (mostly college students) in the nearby village, Hasrabori who have nurseries. iv. Present students have tried to initiate the process of growing plants and selling them on a small scale. v. Students have carried the knowledge of horticultural techniques and educated the interested people in their own areas. • Challenges encountered i. Though a number of students attend horticultural workshops and lectures in the college only a small percentage (about 2 -4) of students are seen to get seriously involved in horticultural practices. ii. The major challenges faced by the motivated students are formal technical knowledge and financial support. iii. Extensive rearing of plants is becoming difficult because of contraction of holding size. iv. Most the students' dream is to get a collared job and it becomes difficult to motivate them towards horticulture.

Upload details of two best practices successfully implemented by the institution as per NAAC criteria. If you have your institution website, provide the link

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision and thrust in not more than 500 words

Established by relentless effort of the people of 52 villages, the college is working with zeal for realization of its vision. Despite having many impediments and problems, the college is trying to educate pupils from the very deprived sections of the society for more than four decades. Being located in a rural tribal belt there are certain drawbacks. The college therefore not only imparts curriculum based education but also tries to enlighten the students and the communities on different values and ethical reasoning. During the process of admission priority is given to the students who belong to the 52 villages of Bikali Mouza. The Arts Stream of the college is only the stream which is provincialized (Government), while Science and Commerce Streams along with P.G. programme in Assamese and Geography is running from the financial help extended by Bikali Mouza Tanidalia Raiz (Organisation of three villages Dhupdhara Part I, Dhupdhara II and Hasrabori). This is a unique gesture on the part of the society which also reflects the involvement of the local people with the college in promoting education so that the students are not deprived of higher education. The involvement of the people can be gauged from the fact that the college ensures 100 percent admission of students who pass out HSLC (Class 12) from centres under Bikali Mouza. Students from other institutions are also admitted on the basis of merit depending on the availability of the seats. Thus, the college has been catering to the demands of this huge number of local students by providing them the opportunity to pursue higher education over the years. Moreover, Bikali College is the only institution in Goalpara district which has Post Graduate Programme in Assamese and Geography. This has opened up opportunities not only for the local students but also for students from across the state. One of the aims of the institution is also to provide an opportunity for higher education to the rural students. This has been successful and it is evident from the fact that the number of girl students is higher than the boys. Apart from this &

total students belong to ST/SC category and the institution has towards the holistic development of its wards.

Provide the weblink of the institution

<https://bikalicollege.org>

8.Future Plans of Actions for Next Academic Year

The college will initiate to increase the pass percentage and number distinctions. To achieve this goal, the institution will give priori prepare the class routine in more scientific manner. Frequent class unit test will be conducted regularly. Moreover, occasional motivati programme will be arranged on how to secure more marks under semeste system. The college will initiate to improve the ICT facilities, par the internet accessibility for the students and other stakeholders i campus. To encourage faculty members for Ph.D. programme, the colleg planned to start a research centre for the faculty members for their advancement. Under the centre, a special fund will be driven from th authority to encourage the faculty members, specifically for explori local based resources. Faculty members will be encouraged to pursue project from various agencies like ICSSR, ICHR, UGC and some other a Further, they will be persuaded to publish in standard journals. . A furnished conference hall will be constructed along with four additi classrooms. The stadium gallery extension with toilets will be compl IQAC will monitor the progress work of infrastructure facility initi the management. A new reading hall will be constructed and the digit will be improved. The college will also buy new textbooks and refere to meet the demands of new books for the students and teachers for C courses to be introduced. The students will be encouraged to partici sports events, literary competitions and other cultural competitions by different state and national level agencies.