



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

BIKALI COLLEGE

- Name of the Head of the institution **Dr. Monoj Gogoi**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **+918133874116**
- Mobile No: **7002777137**
- Registered e-mail **bikalicollege@gmail.com**
- Alternate e-mail **gogoimonoj123@gmail.com**
- Address **DHUPDHARA, GOALPARA**
- City/Town **DHUPDHARA**
- State/UT **ASSAM**
- Pin Code **783123**

2.Institutional status

- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **GAUHATI UNIVERSITY**
- Name of the IQAC Coordinator **Dr. Monalisha Roychaudhury**
- Phone No. **03663284331**
- Alternate phone No. **7002978209**
- Mobile **9435149888**
- IQAC e-mail address **bikalicollege@gmail.com**
- Alternate e-mail address **gogoimonoj123@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://bikalicollege.org/wp-content/uploads/2022/03/AQAR-2019-2020.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://bikalicollege.org/wp-content/uploads/2022/03/academci-calendar-2020-2021-Upload-in-website.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	68	2004	01/09/2004	31/08/2011
Cycle 2	B	2.3	2010	01/10/2010	31/08/2016
Cycle 3	B	2.36	2016	01/09/2016	31/08/2021

6. Date of Establishment of IQAC

05/02/2009

7. Provide the list of funds by Central / State Government

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
00	00	00	00	00

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 06

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

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

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

- If yes, mention the amount

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

IQAC has organised a two day mental health awareness program in collaboration with ASHADEEP on 9th and 10th November 2020. An MoU has also been signed between Bikali College and ASHADEEP(An NGO working on Mental Health) with the initiative of IQAC, Bikali College on 9th November, 2020

Five day workshop on Borgeet and Satriya Dance in collaboration with Assamese department from February 8 to 12, 2021

Interaction programme between students and Assam Civil Service Examination crackers on 7th January. 2021

Inter college recitation and quiz competition among the college students of Goalpara districts in collaboration with ACTA Goalpra zone on 9 January, 2021

IQAC has conducted three webinars during the period in collaboration with various departments of the college

IQAC along with the Geography Department has been promoting Eco friendly Diwali celebration in college campus

Awareness programme on study on viruses with special reference to Covid-19

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

Plan of Action	Achievements/Outcomes
To organise webinars and seminars for the students and faculties	Three webinars were conducted by department of history and english in collaboration with IQAC and NCC wing of the college
To train students for competitive examinations like SSC, banking,, NET/SET	NET/SET coaching was started by the college in collaboration with Civil Service Achievers Point, Guwahati
To upgarde the existing digital library	Digital library has been upgraded with cloud server where several materials for the students have been uploaded
Extension of library area	Library area has been extended with new computers and internet connections
Installation of water purifiers at convenient locations	Water purifiers have been installed in Commerce and Science departments
To start publication of a research journal	The process has been initiated and letter for research papers have been issues

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	11/01/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://bikalicollege.org/wp-content/uploads/2022/03/academci-calendar-2020-2021-Upload-in-website.pdf				
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
00	00	00	00	00	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	06	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
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13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	11/01/2022
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
Yes	26/03/2022
15.Multidisciplinary / interdisciplinary	

16.Academic bank of credits (ABC):
17.Skill development:
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
20.Distance education/online education:

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	4
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1290
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	329

File Description	Documents
Data Template	View File
2.3	128
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	49
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	26
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	49
Total number of Classrooms and Seminar halls	
4.2	4816218
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	100
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	

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

Well-planned curriculum delivery and documentation are considered one of the important requirements of higher academic institutions and therefore, emphasis has been given to building an effective mechanism for curriculum delivery and documentation in Bikali College. As an affiliated institution of Gauhati University, it delivers a curriculum framed by the "Committee for Courses and 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 as 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 issues required guidelines and instructions in pursuance to the instructions from the affiliating university and the Routine Committee prepares class routine for the academic session.

The institution follows the mechanism for the successful implementation of academic progression. It arranges learning tools and resources such as class routine, physical infrastructure, record books, teaching materials, necessary guidelines, etc. for efficient delivery of lessons. The 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 the non-completion of the syllabus and other academic problems. The problems are addressed and arrangements for virtual classes are made if needed. The mechanism has provision for remedial classes for weak students, especially before the end semester examination.

The faculty members prepare a teaching plan and accordingly try to complete the syllabus within the stipulated time. The class and course records are documented in the Departmental record diary allotted to each department by the Academic and Routine Committee of the institution. The Examination Committee is responsible for holding sessional examinations and the departments are given liberty to hold class tests as per their need for the benefit of the students.

The heads of the Departments along with their departmental

faculties hold a meeting at the beginning of each semester to discuss the mechanism for smooth completion of the syllabus along with assignments and library work for students.

The institution tries to build a mechanism for curriculum delivery wherein all faculty members are liable for any lacuna in delivering course content.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bikalicollege.org/wp-content/uploads/2021/08/prospectus-converted.pdf

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

A continuous evaluation system is well coordinated to monitor the academic progress of the students. Frequent class tests, surprised tests, quizzing, class presentation, seminar presentation, class assignments, group discussions, sessional examinations, pop quizzes, etc. are conducted and the students are continuously evaluated and their performance and progress monitored. Class tests on units completed are held regularly with a view to prepare the students to do better for their examinations and to make their concepts clear. The seminar presentations and projects encourage the students to enhance their critical thinking and creativity. Students are involved in framing questions on topics covered which can be considered as an innovative learning method.

The tests and academic 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 classes are conducted for students with special needs.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://bikalicollege.org/wp-content/uploads/2022/03/academci-calender-2020-2021-Upload-in-website.pdf

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

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

3

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

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

2

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

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

71

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

71

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

The institution follows the Gauhati University syllabi which are revised from time to time. After the introduction of CBCS, the course contents are mostly Pan Indian. Chapters on Professional Ethics, Gender, Human Values, Environment and Sustainability are included discipline wise for all streams. Apart from these the institution catalytically creates awareness particularly on the environment and gender equality through different programmes and co-curricular activities as well as extension programmes.

In addition to imparting lessons on its course content, the

institution encourages several activities to imbibe human values and gender sensitization. NCC encourages the induction of girl cadets and the Women Cell of the college organizes programmes to promote gender awareness.

Focus is also laid on environmental awareness and sustainability. NSS Unit and several other units of the college join hands to encourage plantation programmes and maintain the same. Those students who have availed Pragyan Bharati Fee Waiver Scheme of the Government of Assam have been asked to plant saplings and nourish them either in the college campus or their residential area with valid documents.

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

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

9

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

1.3.3 - Number of students undertaking project work/field work/ internships	
382	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above
File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	View File
1.4.2 - Feedback process of the Institution may be classified as follows	E. Feedback not collected
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	

600

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

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

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

278

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

2.2 - Catering to Student Diversity

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

The institution adopts a holistic approach for teaching, learning, and evaluation and therefore it lays emphasis on slow learners as well as advanced learners. The slow learners and the advanced learners are identified through a process of assessment based on entry marks and mark in-class tests and sessional examinations.

The institution resorts to the following strategic approach for improvement of the learning levels of the slow learners because most of the students come from poor academic environments and they are usually found to be introverted by nature, and not academically conscious. The teachers, therefore, try to create a student-friendly environment in the college so that the students do not hesitate to approach the teachers for any problems, be it academic or personal.

So the institution organizes special programs for slow learners through a series of events such as

1. Goal specific motivation
2. Counseling

3. Special interaction with parents
4. Conducting special classes (extra classes)
5. Reading and writing practices

The institution conducts special programs for advanced learners for further progress. In addition to normal academic activities, the advanced learners are encouraged to participate in quizzes, debates, group discussions, symposia, seminars, and other literary activities through departmental as well as institutional arrangements. Further, the advanced learners are encouraged to use the library as well as career-related technology

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1290	54

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

In view of catering to the continuity of changing needs of higher education, the institution emphasizes student-centric methods. Apart from classroom teachings, the teachers encourage participatory learning.

All the departments are instructed to resort to such methods as per the requirements for fulfilling course contents. Therefore experimental learning for natural science is 100 percent. Teachers try to make the practical classes interesting so that the students are drawn towards practical centric learning. Experiential

learning is also practiced in the department of Education and Geography where students have to prepare projects based on their findings.

Students of the Commerce department visit nearby industries and prepare reports, students of literature and other social science subjects are given assignments which they have to write after some research with help of library resources (Nlist). Students of some departments are taken on an educational tour to neighboring places of tourist attraction and later are asked to prepare reports on their visit to such places.

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

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

Each department has a desktop which is used by both teachers and the students for learning the basic use of computers. A number of classes have projectors that enable make the teaching-learning process more interesting than the conventional chalkboard method. The institution has provided a few classes with interactive whiteboards to enhance the teaching method. Students can avail themselves of the facility of the photocopier on the college campus which saves them a lot of time and money. Some students have pen drives where they store their assignments and lessons.

Moreover, the teachers have been taking online classes and communicating through WhatsApp and zoom during the pandemic period. Faculties are encouraged to use power-point presentations in their teaching by using LCDs and projectors. They are also equipped with a digital library, online search engines, and websites to prepare effective presentations.

The online competition was conducted during a pandemic to keep the students involved in co-curricular activities.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://bikalicollege.org/wp-content/uploads/2022/03/ICT-Enabled-Tools-for-teaching-learning-upload.pdf

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

2.3.3.1 - Number of mentors

00

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

2.4 - Teacher Profile and Quality

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

54

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

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

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

16

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

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

2.4.3.1 - Total experience of full-time teachers

54

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

2.5 - Evaluation Process and Reforms

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

Internal assessment is considered one of the most important parts of the continuous evaluation and assessment process. Therefore, the institution developed a scientific mechanism for internal assessment.

The process follows the below-mentioned steps.

1. The schedule of sessional examination is given in the Academic Calendar which is uploaded to the institution website.
2. The teachers discuss the topics and set questions from chosen chapters.
3. The sessional examination is held for an hour per subject.
4. The evaluation method comprises internal examinations held progressively during the semester and assignments. This helps in assessing the periodic performance of the student.

5. All the records and data bank of attendance in internal Examinations, Question papers, valued answer sheets/copies, a summary of marks sheets, are properly maintained by the teachers for academic monitoring/academic audit.

Class Assessment Test:

1. After valuation, marks are displayed by faculty members.
2. Assessment copies are shown to the students and they are given advice on how to improve their marks.

Sessional Examination:

1. Valuation is done by the respective subject teachers.
2. Answer sheets are shown to all the students and answers are also discussed in the class.

Assignments:

Assignment topics are discussed with students. The students submit two assignments for each paper.

Internal Assessment Marks:

Internal Assessment Marks which comprises attendance, assignments, and sessional exam marks.

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

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

The institution has developed a mechanism to deal with internal examination-related grievances. Utmost care has been taken to make the mechanism transparent, time-bound, and efficient. The mechanism is briefly described below.

1. A specific examination committee is constituted for the academic session comprising of the Principal, a coordinator, and head of all the departments as members.

2. The committee accepts any grievance pertaining to internal examination in the written form of application.
3. Usually, grievances arise from the marks secured in the internal examination. The students often complain of undermarking.
4. In such a situation answer scripts are sorted out and after re-verification by a faculty other than the evaluator is conducted and submitted to the committee.
5. Finally, the committee convenes the students and shows the answer script.
6. After redressing the grievance the rectified marks if any are uploaded to the university portal.
7. Apart from the claim other than under marking such as examination schedule, time frame, etc are redressed with the claimants in the meeting of the committee.

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

2.6 - Student Performance and Learning Outcomes

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

The institution has developed a mechanism to make the teachers and students aware of the stated programmes and course outcomes of the programmes. The mechanism is operative through a process comprising of the following components.

1. The Principal, the college management, and IQAC play a leading role in making the teachers and students aware of the stated programmes and course outcomes.
2. Statutory bodies like the prospectus committee, routine committee, IT sub-committee, examination sub-committee and counselling cell work together for the successful implementation of the programmes.
3. The prospectus committee prepares the prospectus for the academic session and updates on the programmes offered by the institution. Apart from the programmes offered it provides information regarding admission, admission fees, academic calendar, routine etc. including students' facilities.
4. The IT subcommittee uploads the prospectus and other related

information on the institutional website.

5. As per the instruction of IQAC, the counselling cell arranges counselling programmes immediately after new entry to acquaint the students with the programmes, infrastructural facilities, library facilities, examination procedure, attendance, etc.
6. The Principal and IQAC arrange staff meetings and make the faculty members aware of the stated programmes and course outcomes of the programmes.
7. The meeting decides on the measures for effective implementation of the programmes and to achieve the course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://bikalicollege.org/wp-content/uploads/2022/03/COURSE-OUTCOME-ALL-DEPTT.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The institution seeks to impart holistic education on a student-centric purpose. Therefore, the institution lays emphasis on the evaluation of program outcome, course outcome, and program-specific outcome, and it follows a specific method for measuring their attainments as well as levels. A continuous process resorts for this purpose with exclusive academic plans and implements them right from the beginning of the academic session to the final examination. The institution provides catalytic service for the implementation of the course contents provided by the Gauhati University to which it is affiliated.

The IQAC of the institution instructs the concerned stakeholders for a joint venture for attaining the standard level of program outcome, course outcome, and program-specific outcome. The stakeholders such as the academic committee, library committee, IT department, routine committee, and examination committee work for the said purpose through the following steps.

1. Departmental faculties are instructed to make an introduction about the course contents, plans to implement them, and the duration of learning of the students at the

beginning of the session. The academic calendar and class routines are distributed.

2. Class tests, internal examinations are conducted and course-based assignments are given to measure the levels of attainment. Apart from this students are instructed to submit reports on field trips organized by their respective departments.
3. Students' achievements are measured quantitatively and expressed in percentage after the declaration of the final examination results by the GU.

The attainment levels of POs, COs, and CSOs are reflected in the increasing number of passed out students, progressed students, and their placement in different jobs.

Passed out students: 100%

Progressed students: 5%

Percentage of placement: 4%

The program outcomes of Bachelor of Arts are as follows:

1. Students are enriched with high moral and civic sense.
2. Students are engaged in community work and gain a global understanding of various aspects.
3. Creative and critical thinking skill, as well as communication skill of the students, has been developed.
4. Students inculcate ethical values through their learning.

The Program Outcomes of the Bachelor of Commerce

1. Students become well acquainted with knowledge-based skills of commerce, business, entrepreneurship, and management.
2. Understanding global, national, and regional business environments.

The Program outcomes of Bachelor of Science

1. The students have developed a scientific outlook and developed the basics of scientific knowledge.
2. Students became capable of understanding applied natural sciences.
3. Students developed an understanding of social, ethical, and environmental values.

The attainment level of each CO is computed by setting weights as follows:

Course program

Course outcome (pass Percentage)

Arts

100%

Commerce

100%

Science

100%

We have noted that some graduate students have started their own enterprise in the fields of horticulture and other non-farm activities (wholesalers, grocery, pharmacy, etc.)

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

2.6.3 - Pass percentage of Students during the year

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

213

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://bikalicollege.org/wp-content/uploads/2022/03/Annual-Report-2020-21.pdf

2.7 - Student Satisfaction Survey

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

[Survey could not be conducted during the year due to covid.](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

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

00

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

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

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

3

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

3.2 - Research Publications and Awards

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

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

00

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

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

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

00

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

3.3 - Extension Activities

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

As a rural based institution, Bikali College intends to develop students' personality to cope with the needs of the community in its proximity. Therefore the institution works towards the holistic development of the students in addition to learning of regular course contents. Apart from their primary duty of learning, the institute tries to imbibe moral values, leadership quality and social responsibilities among the students through various outreach programmes organized by Extension Education Centre, NSS Unit, Basundhara Nature Club, Women's Cell and NCC. Under the aegis of the above bodies, the college carries out extension activities throughout the session. However, this year owing to the pandemic situation the activities have been limited. The NSS volunteers and NCC cadets have organized plantation programmes in nearby naamghars, mosques and other public places. Moreover, a few students have gone to nearby villages to spread awareness regarding the pandemic situation and distributed food items and sanitizers. The villagers were highly impressed and grateful to the students for enlightening them on the Covid situation.

Motivational initiatives of the above cells had positive impact on the students and they have enthusiastically involved themselves in these social activities.

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

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

00

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

22

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

534

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

3.4 - Collaboration

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

00

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

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

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

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Bikali College emphasizes providing sufficient physical infrastructure for the smooth disposal of institutional education. It possesses 11 numbers of departmental rooms, 37 number well-furnished spacious classrooms for UG and PG classes. It has about 7000 square meters built-up area spreading across two-storied big RCC building, 7 Assam type buildings, 10 laboratories, and 2 hostels, one each for boys and girls. Certain parts of the main RCC building are used for the Principal's office, computer laboratory, and central library. For extra and co-curricular activities, the college has one outdoor mini stadium and one indoor stadium. Besides, the available classrooms, there are three seminar halls for seminars, conferences, workshops, etc. The college has adequate ICT facilities. It has more than 100 computer sets, 7 Wi-Fi router connections, several projectors, etc.

The college also has a guest house. The entire campus is encircled by a concrete boundary wall and all the buildings are well connected with concrete footpaths.

The college has a deep boring facility with many water tanks. Several water purifiers are installed in all the buildings. There are sufficient clean toilet facilities on the campus. There is also an e-waste store on the college campus.

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

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

The institution has adequate facilities for cultural activities, sports, and games. The college has two indoor stadiums with a fixed stage with light and sound facilities. For the sports events, we have cricket cum football stadiums with gallery facilities, indoor games stadiums with badminton courts. Moreover, the institution has volleyball and basketball courts. A gymnasium for both males and females is also in operation. The college has appointed a gym instructor. Besides, our institution regularly conducts yoga practices and a yoga center is in the pipeline of

our planning.

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

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

5680768

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

4.2 - Library as a Learning Resource

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

The institution possesses a central library as a learning resource linked with departmental libraries and it tries to manage it through an Integrated Library Management System (ILMS). For proper implementation of the ILMS, there is a library committee consisting of the Principal as the chairperson, the librarian as the coordinator, and two faculties as members.

The library is completely digitalized. It has a huge collection of textbooks, reference books, some rare books, other books of importance, national and international journals, and bulletin volumes. It has the capacity to accommodate about 150 students and 20 faculties at a time.

As an automated library system, it keeps bibliographic records, copies records, and other related records along with computerized facilities such as Online Public Access Catalogue (OPAC), National Library and Information Services Infrastructure for Scholarly Content (N-LIST), and upgraded software SOUL 3.0, an Integrated Library Management Software.

The library has 13140 textbooks, 10644 reference books, 09 regional journals, 14 national journals, and 2 international journals. Further, the library also has access to the latest e-journals by N-LIST. It also provides access to the internet as well as CD/DVD-based electronic resources. The library also provides the facility of downloading and reprography.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

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

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

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

86234

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

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

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

53

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

4.3 - IT Infrastructure

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

Keeping in view the rapidly changing scenario of the IT sector and the need of the institution, the institution updates its IT facilities. Recently the computer software SOUL 2.0 has been upgraded to SOUL 3.0 version. Moreover, laptops and desktop computers are updated from time to time. The Wi-Fi facility has

been extended to different floors of the institution for easy access for both faculties and students.

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

4.3.2 - Number of Computers

80

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

5680768

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Bikali College lays emphasis on maintaining and utilizing physical, academic and support facilities so as to smoothly impart education. Therefore, it establishes an efficient system and procedure to maintain and utilize its physical infrastructures, academic support facilities as per requirement.

Distribution of classrooms along with teaching and learning materials is managed by the academic sub- committee supported by routine sub-committee and office staff. They also assess the working of the physical support facility and suggest further requirement.

Among other support facilities, the college assigns responsibility to faculties as well as other stake holders according to the needs. For proper management of the central library, the college has a library sub-committee constituted by the principal as the chairperson, the vice principal, the librarian as the secretary, coordinator, IQAC and assistant/associate professor, one each from Arts, Commerce and Science streams members which look after the pros and cons. Laboratories are managed by the departmental faculties.

The system and procedure has been developed for maintaining and utilizing facilities and the institution that makes the sub-committees accountable to the management of the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
981	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
11	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	E. none of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 441 539 506">File Description</th> <th data-bbox="539 441 1436 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 539 656">Link to institutional website</td> <td data-bbox="539 506 1436 656">due to Covid-19 these initiatives could not be taken</td> </tr> <tr> <td data-bbox="86 656 539 721">Any additional information</td> <td data-bbox="539 656 1436 721">No File Uploaded</td> </tr> <tr> <td data-bbox="86 721 539 869">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="539 721 1436 869">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Link to institutional website	due to Covid-19 these initiatives could not be taken	Any additional information	No File Uploaded	Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded	
File Description	Documents								
Link to institutional website	due to Covid-19 these initiatives could not be taken								
Any additional information	No File Uploaded								
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded								
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
249									
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
249									
<table border="1"> <thead> <tr> <th data-bbox="86 1254 539 1319">File Description</th> <th data-bbox="539 1254 1436 1319">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1319 539 1384">Any additional information</td> <td data-bbox="539 1319 1436 1384">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1384 539 1599">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="539 1384 1436 1599">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File			
File Description	Documents								
Any additional information	No File Uploaded								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File								
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	
22	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
18	
File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations	

(eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

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

5.3 - Student Participation and Activities

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

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

00

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

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

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

1. The institution has different students' bodies such as

Bikali College Students Union, Bodo Literary Society and Rabha Literary Society. The student representatives are given responsibility to conduct extra curricular activities through these bodies under supervision of the assigned faculties.

2. Student representatives are engaged with responsibility in various events such as seminars, workshops, cultural and sport activities.
3. During new admission, organizing academic events the institution facilitates students involvement in helping administrative as well as management work of the office.
4. The student representatives help in maintaining discipline of the college. They help the college authorities if and when demand arises.

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

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

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

4

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

5.4 - Alumni Engagement

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

The institution has an alumni association but it is not registered. The association has remained inactive for quite a long time. Recently, it has been reorganised and it is continuously holding meetings.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the institution has developed a goal centric mechanism which is transparent and reflective to its vision and mission. The mechanism is evolved as an effective governance system to generate knowledge and wisdom for achieving excellency in higher education as it seeks to inculcate high moral values along with unity and integrity for nation building through initiations of educational progress. On this perspective, the governance takes a shape of operational organic body. This body is comprised of the Governing Body (GB), the Principal and his office staff, the teaching faculties, Librarian and his staff, bodies of other stake holders and different student bodies.

The core objective of the institution is to provide educational service as per norms set by the affiliating university followed by inculcation of human values required for the society and the nation.

The GB and the Principal set perspective plans for efficient

administration in all spheres with the tune to offer facilities both for learners and teachers up to the level best. The IQAC acts as complimentary to the administrative process and communicate all plans and programmes to the operative stake holders. The departmental heads along with the respective faculties and different bodies enjoy provisions for decision making and implementing academic as well as co-curricular programmes. So the governance system of the institution works as an organic body that develop as a participatory process where decentralized practices in decision making exists.

File Description	Documents
Paste link for additional information	https://bikalicollege.org/about-us/vision-mission/
Upload any additional information	No File Uploaded

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

Aiming to maximize decentralized and participative management and inculcate leadership quality, the institution organizes various programmes. These programmes are implemented through different cells and sub-committees.

The following programmes reflect the participation of all stake holders.

Academic activities:

In addition to normal academic activities, faculties are given responsibility of organizing departmental seminars, workshops, symposia, group discussion, lecture series etc.

Cultural activities:

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

Sports activities:

The faculty in-charge and some office assistants are assigned to carry out responsibility of sport activities organized in the college and also outside such as inter-college competitions, inter-district competition etc.

Outreach programmes:

The Principal, some office staff, faculties and a number of students involve themselves in various outreach programmes related to academic and co-curricular activities.

NSS

A faculty in-charge (Programme Officer) and a group of faculties as advisors are assigned the responsibility to run the NSS programmes. Besides regular activities, NSS volunteers attend special camps and they work with nearby communities and prepare reports based on the field data.

NCC

A faculty in-charge (Commandant) and the Principal takes care for smooth running of the activities. The cadets regularly practice drilling to keep themselves fit under the guidance of the commandant.

Further, the institution organizes counselling programmes and self-improvement programmes for the students. Resource persons are invited from different organizations and students are seen to participate eagerly.

File Description	Documents
Paste link for additional information	https://bikalicollege.org/administration/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment**6.2.1 - The institutional Strategic/ perspective plan is effectively deployed**

The institution gives quality education the top priority and so it emphasizes on strategy development and deployment of plans with requisite resources. To achieve the objective, IQAC at the

beginning of every session chalks out the year-long programme after an extensive interaction where representatives from all stakeholders participate. The necessary steps for enhancing quality education are taken at various levels.

In adherence to the core values of the institution, the Principal, IQAC and the counselling cell make the students aware of the discipline of the college, their commitment towards it and empower them through education and holistic development.

Keeping in view the perspective plans to maintain continuously good academic performance, to develop and execute effective teaching- learning process and to encourage research culture in faculty and students, the IQAC has considered following objectives:

- Contributing to National Development
- Developing requisite competencies amongst students of the college
- Inculcating a Value System among the Students
- ICT-based teaching and learning.
- The institution helps in imbibing a pro community mindset among the students.

One of the notable activities that has been improved on and implemented based on the perspective plan is effective teaching-learning process. The institution uses 10 projectors, 2 smart class rooms, a digital classroom, two conference halls and a digital library apart the usual classrooms. The ICT facility provided by the institution is being used by faculty members to enhance and create interest among the students.

The students of certain departments use the digital classroom for partial completion of their syllabus. Some add on courses by Third Eye Computer Education Center such as Start Up and DTP Diploma courses are conducted in the said classroom.

Students have full access to the digital library and use the N-LIST facility which helps them in their academic pursuit.

The effectiveness of ICT based teaching learning is being reflected in the final year results which have shown improvement of the pass percentage.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://bikalicollege.org/wp-content/uploads/2022/03/Strategic-plan-converted-1.pdf
Upload any additional information	No File Uploaded

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

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

The institution has established a specific procedure for effective and efficient implementation of policies and plans to improve its standard in respect to all spheres.

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

In regards to extra curricular, co curricular, extension education and career counselling separate bodies are constituted under the ex officio chairmanship of the Principal. In this way the student related issues are dealt under the supervision of a committee. A number of sub committees transact all matters in such a way that a corporate system works to link parents, public, students, teachers and alumnus, the college authority, and respective agencies including the Governing Body, the Government, the UGC, NAAC etc.

Both teaching and non-teaching staff are appointed as per

government rules and regulation.

File Description	Documents
Paste link for additional information	https://bikalicollege.org/administration/
Link to Organogram of the Institution webpage	https://bikalicollege.org/wp-content/uploads/2022/03/6.2.2-Organogram-1.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

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

Although there are no specific welfare schemes for teaching and teaching staff at the institutional level, it avails the required welfare benefits as per the provisions of the Government of Assam. The institution provides certain facilities for smooth running.

The effective welfare measures by the Government are followed by the institution have for its teaching and non-teaching staff. The various welfare schemes are as follows:

1. Medical Allowance

2. Maternity benefits as per norms**4. Child Care Leave**

5. The non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program.

The following facilities are also provided to employees for efficient functioning:

1. 24 hour power back-up (100%) through generators
2. Wi-Fi facility.
3. Workspace
4. Canteen
5. Identity cards
6. Sports facilities

In order to encourage the young faculty to pursue research career seed money have been provided.

The staff is encouraged to give suggestions and regular feedback to improve the welfare measures in the Institute.

File Description	Documents
Paste link for additional information	https://legislative.assam.gov.in/sites/default/files/swf_utility_folder/departments/legislative_medhassu_in_oid_3/menu/document/The%20Assam%20College%20Employees%20%28Provincialisation%29%20%28Amendment%29%20Act%202010..pdf
Upload any additional information	No File Uploaded

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

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

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

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

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

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

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

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

3

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

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

Our institute regularly conducts performance based appraisal system for our staffs, both teaching and non-teaching. The report of the appraisal is prepared on the basis of the performance of the employees in various fields such as academic, research, extra-curricular etc.

Appraisal system for teaching staff

The performance of the teachers is appraised through their use of ICT facility, course delivery, innovative methodologies used in the classroom, question paper setting and evaluation, helping students with their both academic and personal problems. Besides, student feedback and pass percentage of the course are also considered.

Moreover, the faculties are evaluated based on their contribution towards academic field, contribution to college administrative bodies such as academic committee, examination committee, performing invigilation duties etc.

The above set performance appraisal report is filled by employee in a given prescribed proforma which includes all the above set related to points and sub points

Appraisal system for non- teaching staff:

While appraising non-teaching staff's performance a few strategies are taken into account. This are technical contribution of individuals such as subject knowledge, awareness, productivity,

quality, innovation, willingness to learn, diligence etc. On the other hand, they are also assessed on the behavioral aspects like group behavior, acceptability, punctuality etc.

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

6.4 - Financial Management and Resource Mobilization

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

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

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

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

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

2409600

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

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

Major sources of institutional funding and resources

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

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

6.5 - Internal Quality Assurance System

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

The IQAC of the college works towards improvement and maintenance of the quality of education, suggest new ways of teaching aids, advises on development of suitable infrastructure, improving academic environment of the college, suggestion for self-financing courses etc. Some of the contributions made by IQAC are stated below:

- IQAC has organised a two day mental health awareness programm in collaboration with ASHADEEP on 9th and 10th November 2020

- Eco friendly Diwali celebration in college campus
- Awareness programme on AIDS in collaboration with Women cell, Bikali college
- IQAC has conducted a interaction programme between students and Assam Civil Service Examination crackers in 7/1/21
- Inter college recitation and quiz competition among the college students of Goalpara districts in collaboration with ACTA Goalpra zone on 9/1/21
- Five day workshop on Borgeet and Satriya Dance in collaboration with Assamese department from February 8 to 12, 2021
- Counselling on CBCS and rules and regulations of the college for the freshers
- MoU has been signed between Bikali College and ASHADEEP(An NGO working on Mental Health) with the initiative of IQAC, Bikali College
- Awareness programme on study on viruses with special reference to Covid-19
- IQAC has conducted three webinars during the period in collaboration with various departments of the college

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

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

IQAC, Bikali College is committed to seeing to proper implementation of modern, productive, and innovative teaching and learning methods.

To update the students well the prospectus is prepared and uploaded on the website of the institution. The academic calendar is also included there. Regarding the admission to various programs of the college, vacations, semester breaks, tentative examination schedules etc. are notified in the academic calendar.

Orientation Programme is conducted for the students newly admitted to the institution. They are made aware of the rules and regulations of the college and the recently introduced CBCS system. Students are encouraged to participate in various co-curricular activities conducted by the different societies/cells of the college like NCC, NSS, Women's Cell, Vasundhara Nature's Club etc.

To maintain the academic discipline of the college, the class routine is put up on the notice board and students are given the syllabi by the departmental heads at the beginning of each semester.

The HoDs and IQAC ensure that their classes are held regularly and the attendance of the students is monitored.

The IQAC ensures regular examinations and assessments to measure the outcomes of the courses taught in the college.

Remedial classes are given as and when required.

To review the effectiveness of the teaching-learning process of the institution feedback is collected from the final year students annually. These feedback forms are analyzed and as per the analysis the Principal shares the feedback with individual faculty where and when improvement is required to enhance the quality of the teaching-learning process.

One of the major initiatives taken this academic year by the IAQC is the push towards digital learning and assessment due to the situation created by the pandemic. The IQAC has taken initiatives to promote online learning, teaching, and assessment. The faculty members are encouraged to take classes through blended mode, PPT presentations in classrooms, use of ICT in preparation, and submission of assignments.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Considering the importance of gender equality, the institution emphasises mostly value education and as one of its vital parts, it lays importance in gender equity. The institution through IQAC and its women cell conducted several programmes during the year as follows-

1. Awareness programme specifically for girl students on AIDS on 1st December 2020 where 151 nos. of students participated.
2. Mental Health Awareness Programme on 9-10 November 2020. More than 250 students participated in the programme out of

which 75% was girl students.

3. Webinar on Psychological Challenges of Students during Covid-19 Pandemic on 9 August 2020 where special emphasis was given on several challenges faced by the students due to the Covid.
4. 33% of seats are reserved for girls in the college NCC unit.
5. We encourage the girl students to take an active part in the college students' union election process.
6. To, encourage the girl students the college initiates to form Kabadi Women Team. Students are also encouraged to participate in different events at College, District, State and National levels.

The institution creates specific facilities for girl students such as separate secured toilets, a well-secured hostel facility and a well-furnished common room. Women Cell of the institution looks after any kind of grievances from then part of students.

File Description	Documents
Annual gender sensitization action plan	<p>1-12-2020 An awareness programme among students to celebrate 'World Aids Day'. Dr. Natyabir Das, SMO, Rangjuli Civil Hospital, was the resource person. Red ribbon badges were distributed amongst students attending the programme. Students were given the basic knowledge about AIDS and it's precautions. AIDS has become a menace in the North East and it is the youth of today who will be responsible for a better tomorrow. 8th March 2021. The students of Bikali College under the banner of Women's Cell undertook a procession to the Daily Market in Dhupdhara. They performed in front of the people showcasing the strength of a woman since time immemorable. From mythology to the present time, she can be a carer, protector, a creator, nurterer. But she can also become a victim. She cannot proceed alone. Education is very necessary both for the female aswell as the male. The general public participated in the programme.</p>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil
7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above
File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

- **Solid waste management:** Being a greencampus situated in a rural area, a small amount of solid waste is generated here on the campus. The biodegradable waste that is produced is disposed of in a specific pit. The production of non-biodegradable wastes is tiny in amount and these are kept separately in a specific place to dispose of scientifically.
- **Liquid waste management:** Liquid waste is managed by using a number of septictanks.
- **Biomedical waste management:** Biomedical waste is not produced here in the college.
- **E-waste management:** Since E-waste disposable facility is not available in the locality, a separate storage room has been allotted for the purpose which will be taken up for recycling.
- **Waste recycling system:** A vermicompostproject is being initiated on the college campus.
- **Hazardous chemicals and radioactive waste management:** The institute does not produce bio-hazardouswaste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

A. Any 4 or All of the above

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

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

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

E. None of the above

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

7.1.7 - The Institution has disabled-friendly,

D. Any 1 of the above

barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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

As a higher education institution in rural sector, it initiates to provide an inclusive environment so as to nourish nation building spirit creating tolerance and harmony. Besides observing important national and international days such as Republic Day, Independence Day, Birthday of B.R.Ambedkar, Mahatma Gandhi, Sri Panchami, International Women's Day, World Environment Day, Silpi Divas and Bishnu Rabha Divas etc, the institution arranges multi-faceted cultural and linguistic programmes throughout the year. In pursuance to the Government programmes on integrity the institution organizes Constitution Day, Voters Day, and Human Rights Day. To adhere to social and communal integrity, the institution initiated to form Rabha Literary Society and Bodo Literary Society so as to inculcate the feeling of bonding among the students of diverse backgrounds. To create awareness and a sense of social responsibility, the institution arranges cultural competitions, musical and dance competitions of different languages and forms, debate competitions, quiz, mock parliament, drama competitions, literary competitions etc.

The institution encourages students of different communities like the Garos, the Hajongs, the Rajbongshis, the Bodos, the Rabhas, the mainstream Assamese etc to showcase their culture and literature in various programmes of the college which helps in enhancing tolerance and socio economic sense.

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

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

The institution prioritizes on upholding the constitutional obligations of the nation and tries to imbibe in the students and employees the duties and responsibilities of a good citizen. Therefore, in all spheres - academic, administrative and extra-curricular activities- the students, faculties and office staff oblige and adhere to the constitutional values.

At the time of entry of the students and its employees are counseled not only about the rules and regulations of the college but also on the rights and duties of a responsible citizen. The students are also asked to read and understand the Preamble of the Constitution of India. To practically inculcate faith in the Constitution and constitutional values, the college conducts and celebrates Constitution Day, Voters Day, Human Rights Day, Independence Day, Republic Day etc.

Singing of National Anthem in all programmes organized in the campus has become a tradition for enhancing patriotism, national and human values. The IQAC looks into all programmes and ensures that the Constitutional Rights and values are mentioned to create more awareness amongst the participants.

Further the NCC unit of the college regularly engages in drills and exercises and recites important slogans of integrity and

patriotism which is witnessed by other stake holders of the college.

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

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

D. Any 1 of the above

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

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

Annual report of the celebrations

- Independence Day was celebrated in the institution on August 15, 2020. The programme was observed in accordance to Covid protocol with limited participants. The Principal, Dr.Monoj Gogoi hoisted the national flag in presence of the NCC cadets and some faculty members.

- Under the aegis of the Department of Education in association with IQAC of the institution the International Literacy Day (ILD) was celebrated on September 8, 2020. The celebration focussed on the matter of dignity and human rights associated with advancement of literacy rate in the society. The Principal of the college, Dr.Monoj Gogoi addressed the participants on the theme where 114 students were present along with 25 faculty members.
- The 71st Constitution was observed On November 27, 2020 by the students in a programme conducted by the department of Political Science. The programme was participated by 70 students and 10 faculty members.
- The Human Rights Day was celebrated on December 10, 2020 by the department of Political Science in association with the Department of Education. There were 27 student participants in the programme.
- The Bikali College Women's Cell observed World AIDS day on December 1, 2020. The programme was attended by 151 participants and they were made aware of the causes of AIDS and precautions against the disease.
- Department of Mathematics of the institution celebrated National Mathematics Day on December, 22, 2020. The HoD, Dr.Abdul Wahed highlighted on the importance of the day and application of mathematics in day to day life as well as career building. The programme was attended by 54 students along with 11 faculties.
- Road Safety Day was observed on January 25, 2020, which was organized by IQAC in collaboration with Goalpara District Transport Department. The Programme focussed on principles and rules of road safety. The programme was attended by 62 students.
- Republic Day was celebrated with much fun fare on January 26th, 2020. The flag was hoisted by the Principal of the

college which was followed by an informative speech. Competitions were held amongst the students of the institution.

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

7.2 - Best Practices

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

Best Practice I

Title: Special classes for PG students taken by professors of Gauhati University and other affiliated colleges.

Objectives:

1. To provide extra academic support to the UG (Bodo, English) and PG (Assamese and Geography) students through lecture sessions from professors of Gauhati University and affiliated colleges.
2. To give PG students access to varied specializations through experts from the Gauhati University.

Need addressed and context:

Our college basically caters to students coming from socially and economically marginalized sections. The main purpose of starting PG courses in the college was to make higher education accessible to these students. It is a self-financing course. Since 2013 the PG courses in Assamese and Geography have been running successfully. The college has been maintaining requisite quality and standard and it is our continuous attempt to give the best to our students. Keeping the need of the students so that the PG students are not deprived of university-level expertise and specializations, the college has taken initiative to invite professors from Gauhati University to take classes at regular

intervals.

Practices:

1. Professors from the University are taking classes as per the requirement of the students so that they are not deprived of the teaching of the experts. Geo-morphology, social geography, geo-informatics, agriculture geography (specializations in Geography), language, literature, translations, and editing (specializations in Assamese), Natyashastra (English), and some sections of the course content (Bodo) were covered by the University professors.
2. The guest lecturers are given full access to smart classes to impart the lessons.
3. Online classes by the University professors were held even during the pandemic-induced lockdown.
4. The students are encouraged to be interactive and research-oriented.

Evidence of success:

1. The students have shown keen interest in the classes.
2. The progression of some students has shown marked improvement.
3. The results are better than the overall University pass percentage.

Problems encountered:

1. The main problem incurred in inviting guest professors on a frequent basis is the financial burden that it creates on the college's meager resources.
2. The guest professors, particularly from Gauhati University, cannot come frequently to the college due to the distance and their own academic engagements which at times leads to disruptions in the smooth continuation of classes.

Best Practice II

Title: Creating familiarity with and competency in ICT tools and techniques for students

Objective:

3. Making students learn as well as master the use of ICT tools

for everyday learning and communication

4. Need addressed and context:

It is said today that information is power. ICT tools are the key to information that will lead to the empowerment of our youth and future leaders. Besides that, the predicament created by the pandemic has made usage of ICT for learning, engaging, and communicating a must and urgent need for all. However, most of our students despite being well versed with social media are not familiar with formal communication through ICT due to a lack of training and practice.

Keeping this in mind, various departments of Bikali College such as Education, Geography, Political Science, History, and English have begun making use of ICT tools not just for instruction by the teachers but also for everyday studying, preparation of assignments, and communication with the teachers and authority.

Practices:

5. The teachers make students write assignments using MS Word which is then emailed to the respective teachers.
 6. The students are encouraged to use email for formal communication as much as possible.
 7. The students are encouraged to make PPT presentations of their class assignments.
 8. The students are made to use proper references in MLA or APA style while making citations for their assignments and presentations.
 9. The students are encouraged to use digital resources from NList, academic lectures from Youtube as much as possible.
- Evidence of success:
10. The students are becoming familiar with ICT tools for learning and communication and exploring the vast worldwide web of their own accord.
 11. This initiative by a few departments is now being taken up by more and more departments in the college, which is widening the knowledge base of the students.

12. Problems encountered:

13. The main problem encountered is since most of the students

at the college are from BPL families; they do not own computers and laptops. Hence the usage of ICT tools remains limited to college. Most of the students do not own good smartphones which cannot support PPT and several other applications. Most students also are unable to buy internet data packs on a regular basis which makes access to and hence the usage of ICT tools highly limited.

14. The students at the college are from vernacular medium and hence using ICT tools, especially for communication becomes difficult. Thus, the scope of what the students can access on the internet remains limited. Communication through ICT which is mostly in English becomes cumbersome and thus avoided by the students.

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

7.3 - Institutional Distinctiveness

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

Prioritizing on the mission of the institution to initiate educational progress as the thrust area in a backward rural-tribal area, it ventures to expand higher educational facilities specially Science, Commerce and PG programme in Assamese and Geography in addition to provincialized ongoing Arts stream. To achieve this mission, the institution successfully mobilized the neighbouring communities for their cooperation and got spontaneous response. The institution started and successfully sustained UG Science, Commerce Streams and PG (Assamese and Geography). Responding to such initiative some organizations of the local communities such as Bikali Mouza Unnayan Samity, Dhupdhara Tinidaliya Raiz and people from neighbouring villages have come forward to extend their help to the institution both financially as well as morally. The institution considers the need of involvement of not only on the part of the community but also from the students. The institution has fulfilled the dreams of the society which is clearly reflected in the 100 % successful results of Science, Commerce streams and PG. Further the institution caters to the need of the tribal society which is to educate more girl students, thereby it can be considered as a unique and distinctive feature. This has contributed to holistic development not only of the students but of those communities as a whole.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- To appoint regular and part-time faculties.
- To publish a research journal.
- To start an inter-departmental monthly lecture series.
- To initiate a research project funded by the institution.
- To restart the course on Spoken English and Personality Development
- To organize Seminars.
- To upgrade the digital Library, procure more books and also increase the reading area of the library.
- To train students for competitive examinations.
- Coaching of PG students for NET/ SLET.
- To initiate energy, green, environmental, and academic audits.
- To construct interconnecting pathways in the entire built-up establishments within the campus.
- Installation of water purifiers at convenient locations
- To initiate a training program of Self Defense for girl students
- To construct improved toilets both for boys and girls.
- To maintain the parks as a part of beautification of the campus.
- To provide ample facilities for sports and cultural development of the institution.