



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

BILASIPARA COLLEGE

**BILASIPARA W.NO. 14 PO- BILASIPARA PS- BILASIPARA
783348**

www.bilasiparacollege.co.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

BILASIPARA COLLEGE desires to volunteer for the second cycle of national assessment and accreditation. Established way back in 1960, the college is situated in picturesque surroundings on the south-eastern part of Bilasipara Town. It is one of the premier institutions of higher learning in the westernmost part of lower Assam and the second oldest college in Dhubri District, which has produced hundreds of Arts and Science graduates down the decades who have been rendering yeoman service to the cause of nation building in various capacities. The college is perhaps the only HEI in Assam which can boast of being housed in a historical and architectural building (built in 1349 Bangla), called 'Kirthi Mandir', also called 'Rangmohal', donated by the late Zamindar of Chapar Estate Sri N.N. Choudhury in its very inception. The founding fathers of the college collected both money and materials with begging bowls in their hands from the poor farmers of the surrounding villages and char areas who contributed their mite by donating money, paddy, jute, etc. in the hope that their children would get the benefit of higher education if a college came into existence in this economically backward region of lower Assam. The untiring efforts of the founding fathers bore fruits: the college was born on August-10, 1960. From a tiny sapling sown 58 years ago, it has now grown into a giant tree of knowledge spreading its leaves and branches all over the nooks and crannies of Bilasipara sub-division and its adjoining areas. Affiliated to Gauhati University, the college was brought under the Deficit grant-in-aid system of the Govt. of Assam in 1969 and then under the Assam College Provincialization Act, 2005. The Science Stream of the college was started in 1991 and provincialized in 2013. At present it is a full-fledged degree college having two streams, Arts and Science and recognized by the University Grants Commission under 2 F and 12 B. The total number of students enrolled in UG courses during the current academic session in Arts Stream is 557 and that in the Science Stream is 236.

Vision

Our vision is to transform this institution into a centre of excellence of higher learning by continuously working towards making education socially relevant and meaningful.

Mission

The chief mission of this institution is to improve human resource in this rural and economically backward region of the state and thereby to provide for the needs of the society.

Goals and Objectives: Our goals and objectives are:

1. Imparting higher education in the fields of both Arts and Science to the youths of this locality.
2. Preparing young people who can transform knowledge/ideas into action and social reality.
3. Imparting job-oriented education through Vocational/Computer courses of study.
4. Promoting, highlighting and preserving local culture and cultural stuff.
5. Inculcating moral and ethical values in the students.

6. Decolonizing the minds of the students by injecting in them a sense of national pride and national integration.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Promoting unity in diversity, the college regards all the stake-holders, teachers, students, administrative staff, etc. as members of the same family-Bilasipara College Family.
2. There is an active Alumni Association of the college.
3. The college has two centres of Distance Education, namely, Krishna Kanta Handique State Open University (KKHSOU) and Institute of Distance and Open Learning (IDOL-GU).
4. Active NCC, NSS and Women cells.
5. Agricultural Counseling.
6. To encourage students' attendance a cash award of Rs. 10,000/- / is given to each of the students who register 100% attendance in class.
7. Orientation Programme for newly admitted 1st Semester Students.
8. Environmental Field Work is compulsory for the students of Semester- III and IV.
9. Updated Prospectus is made available in the college website.
10. Admission of students is conducted strictly on the basis of merit. All fees are directly deposited by the students in the bank through challan form.
11. Active Students' Grievance Redressal Cell.
12. Students' Feedback Reports are collected to improve the quality of Teaching/Learning and administration.
13. An MSDP funded Girls' Hostel has been made operational and another UGC-funded Hostel is under construction.
14. There is a separate block for Major students with smart classrooms.
15. The college has installed Biometric Verification system.
16. Almost all classrooms of the college have been brought under the surveillance of CCTV camera.
17. Health Camps, Gender Sensitization Programme are periodically organized.
18. The college has a large number of classrooms in its three-storeyed/Two Storeyed buildings and a separate block for Major (Hons.) students. There are two big smart classrooms for General course students with sound system/microphone & overhead Projectors facility namely APJ Abdul Kalam Hall and Dr. Bhupen Hazarika Hall.
19. Laboratories of the Science Stream are well-furnished with all modern equipments.

Institutional Weakness

1. The college does not have a playground of its own and has to conduct annual sports in I.N. Academy playground which is outside the college campus.
2. We do not have a Community Hall. The construction work of the Community Hall Building remains half-done

3. The college library is yet to be fully computerized and the Reading Room has insufficient space.
4. The students' Canteen has been running under a temporary shed.
5. The college is yet to introduce P.G. Programmes of studies.
6. Auditorium Hall is under construction.

Institutional Opportunity

1. The ICT Deptt. has introduced courses like B.Sc-IT (3 years) B.C.A. (3 years), PGDCA(1 year), D.W.D. (6 months), CISM (3 months)
2. We provide quality education to both male and female students and do not discriminate on the grounds of caste, creed, gender, race, language, religion, physical disabilities, etc. However, there is an edge in favour of women students.
3. The college organizes UGC-sponsored/National/State level Seminars and Workshops on various relevant social and academic issues. An UGC-sponsored national level seminar on Ethno-library Science was organized during the academic session 2016-17. A state level workshop on "Seventh Pay Commission and the Issue of the teachers receiving fixed pay of Rs. 8000/- was held in 2017-18. In 2016-17, a state level talk on "Challenges of Higher Education in Assam" was organized in collaboration with ACTA, district zone. A state level Seminar on "Violence against Women: Issues and Solutions" was organised in 2018-19.
4. Aranya Suraksha Samiti, Assam publishes a little magazine entitled "Green Letter" (or Seuz Patrika) in collaboration with Bilasipara College and Bilasipara Sub-divisional Public Library.

Institutional Challenge

1. Infrastructural constraints in respect of Playground, Auditorium and Library.
2. Constant repair, renovation and maintenance of the existing infrastructures is one of the major challenges, since the college is solely dependent on financial support from the government and UGC which is available only at specified intervals.
3. The college library needs to be expanded and digitized and well-furnished reading rooms for the students and the staff should be provided.
4. Heavy rush of candidates seeking admission and social demand compel the college authority to admit more students than it can comfortably accommodate.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The vision of the college is to transform this institution into a centre of excellence of higher education by continuously working towards making education socially relevant and meaningful. Our prime objective is to

prepare young people who can transform knowledge/ideas into action and social reality. We cultivate the age-old Indian value of unity in diversity by preserving, upholding and fostering multi-lingualism, multi-culturalism and secularism in the state of Assam which is a melting pot of different cultures, religions, races and languages. We plan and implement the curricular of the college by introducing students and other stakeholders first to the larger mission and the wider vision that define the very purpose the college stands for. We familiarize new and prospective stakeholders with the mission and vision of the institution by placing large hoardings at the entrance to the college building to greet them on arrival. The college website, the college Prospectus and the college Magazine open with a prominent display of the mission, vision and objectives of the institution. Though we have to adopt the curriculum overview provided by Gauhati University, we operationalize it within the overall framework provided, in our own way depending on our resources, institutional goals and concerns.

The college has provision for Major Courses of study in English, Assamese, Economics, Education, Bengali, Political Science, History, Philosophy and Mathematics in the Arts Stream. In Science Stream, students can offer Major Courses in Mathematics, Physics, Chemistry, Zoology and Botany. The existing curricular of the college is in accordance with the syllabi prescribed by Gauhati University. We follow the Academic Calendar and teaching modules provided by the university with slight modifications to suit these to our local and institutional needs. The syllabi are planned and executed, unitized, distributed depending on the time, expertise, material, infrastructure and method requirements.

Teaching-learning and Evaluation

Teaching learning and Evaluation constitute the core activities of an education institution and the academic performances of our students (over 50% success rate) indicate the quality we maintain in the teaching-learning and evaluation process of the college. The college authority encourages the teachers to combine the traditional lecture method of teaching with the modern learner-centric methods of pedagogy to make classroom transactions more effective and interesting. Our faculty members generally put more emphasis on modern methods and techniques of pedagogy by encouraging students to actively participate in the class-room activities like group work, group discussions, making enquiries, and coming up with their points of view, etc. Teachers are advised to be available in the college premises for rendering personal consultancy services outside the classroom. They are also asked to feel free and confident enough to infuse local relevance into the text-content they teach. In order to cultivate friendly relationship with the students the faculty members of this institution usually participate in the various games, sports and cultural activities organized by the Students' Union during the college week every year and also in the Environmental Field works and educational tours conducted by the college authority.

So far as the assessment and evaluation methodology is concerned, our teachers conduct Unit Tests and Internal Assessment Tests and return the answer scripts with necessary guiding remarks. Slow learners are advised to attend more and more Remedial and Tutorial classes taken by the faculties. During admission the government policy on reservation of seats for SC, ST, OBC, MOBC, Women. Differently abled persons, etc. is strictly followed. Both staff and students are sensitized on gender and inclusivity issues. The college has adequate number of faculty members with the latest UGC norms, some of them with M.Phil and Ph.D. degrees, to deliver the goods. The IQAC regularly monitors the teaching-learning process, facilitates constant engagement of teachers and students in academic activities and analyze the inputs from the feedback

system for further improvement.

Research, Innovations and Extension

An undergraduate institution with no post-graduate departments, the college nevertheless encourages its faculty members to undertake research works and grant them study leave as and when necessary. Of the 34 permanent teachers, as many as 16 have M.Phil degree, 5 have Ph.D. and some of them have been pursuing research works. Consultancy services are extended for career advancement of the students. The college authority asks the faculty members to be available in the college premises for rendering personal consultancy services to the students. The Education Extension Committee of the college organizes various Extension activities and programmes such as Internal Seminar, Free Health camps, Aids Awareness camps, Afforestation programmes, cleanliness drives, Extension, Lectures/talks on socially relevant issues like Women Empowerment, Evils of the Dowry System, Childcare, Folksongs, Folk literature, etc. The National Cadet Corps and NSS of the college are regularly trained up to meet such exigencies and natural calamities as flood, erosion, cyclone, earthquake, etc. and help the affected people of this flood and erosion-hit region of Assam. The N.C.C. of our college regularly participates in relief and rehabilitation works. The faculty members publish a staff magazine called **Uttaran** and the Women Cell published an ISBN Book Named "Yajnaseni" in co-operation with the BCTU (ACTA) on women issues. Research articles are contributed by the teachers to these Research Publications.

Moreover, our teachers actively participate as resource persons in the various training programmes such as D.El.Ed.(Diploma in Elementary Education), etc. conducted by the college study centres of KKHSOU (Krishna Kanta Handique State Open University) and IDOL(Institute of Distance and Open Learning), G.U. In-house seminars and talks on various academic and social issues are organized for the benefits of both the students and the teachers. The students' Union of the college regularly (annually) publishes the college Magazine. Wall Magazines have been provided to almost all the departments. The Women Cell of the college also has a wall magazine and Bulletin of its own.

Infrastructure and Learning Resources

As far as infrastructure is concerned, the college is growing from strength to strength. It has witnessed considerable growth in infrastructure commensurate with the academic developments that have taken place over the past few decades. A number of new buildings, two-storyed and three-storeyed, have been raised surrounding the old building with the help and support of the local people, the state government and the UGC. The college has adequate number of buildings to house the existing classes, faculties and administrative staff. An MSDP-funded Girls' Hostel has already been made operational and another UGC-funded Hostel is under construction. There are a few large smart classrooms for General classes like APJ Abdul Kalam Hall and Dr. Bhupen Hazarika Hall with microphone facility and Overhead Projectors. There is a separate block for Major classes with smart classrooms, which have been named after the names of famous local sites, Greatmen etc. There are separate departmental chambers for both Arts and Science faculties. Almost all the classrooms have been brought under the surveillance of CCTV cameras. There are adequate number of toilets and drinking water facility in each block and building. Renovation work of the old structure which cannot be and should not be

demolished for architectural reasons is regularly taken up. We have installed Biometric Verification system for ensuing regular attendance and punctuality of staff members.

The laboratories of the Science Stream and the Department of Education are well-equipped with sophisticated instruments, and wi-fi facility. The department of I.C.T. was founded in 2017. It offers three courses like B.Sc(IT) and BCA and one year PGDCA course under G.U. It also offers skills development courses like CISM (three months) and DWD (6 months).

Two canteens, one permanent and one temporary, are operating in the college premises for refreshment of the students and the staff. To meet the exigency of power failure two high power Generators have been installed. The administrative block of the college has been provided with Desktop computers, Website and Reprography facility for ensuring smooth functioning of all official works.

Student Support and Progression

Education in Bilasipara College is a shared commitment between teachers, students and guardians. Our teachers work with dedication to realize our vision of developing the personality of the students through curricular, co-curricular, extra-curricular activities and extension programmes aimed at creating balanced, self-possessed individuals who will be able not only to realize their own potential and dreams but also contribute to nation building. The college has provision for a Students' union called 'Bilasipara College Students' Union Society', a democratically elected body of students which sees to it that students' rights and interests are preserved and protected. This body, among other things, plays an important role by assisting the college authority in maintaining discipline and ensuring a sound academic atmosphere within the college campus. Further, this body actively participates in different developmental activities of the institution; for instance, it allocates 10% of its total budget against the college development fund. Also, it contributed 3% of its budget to the poor Fund out of which poor and needy students are extended monetary support.

The college has an Alumni Association which assists the college authority in different developmental works by extending money, materials, suggestions for improvement, and co-operation. For instance, in the year 2003-04, the Association built two classrooms each measuring 30feet/15feet at a cost of Rs. 2 lakh, an amount donated by the then local MLA of Bilasipara (West) L.A.C. Sri Ali Akbar Miah who happens to be an alumnus of this college. Besides this, the college authority occasionally organizes Parents/Guardians' meets and seeks their suggestions and co-operation in running this temple of higher learning.

Governance, Leadership and Management

The college authority is committed to organize and manage all affairs of the institution efficiently. The apex body of the college, the Governing Body (G.B.) is constituted by the Government of Assam as per Management Rules 2017. The G.B. takes all major administrative, academic and financial decisions of the college. It takes decisions regarding the appointment of the Principal, Asstt. Professors, Librarian and non-teaching staff members in strict conformity with the instructions of the Director of Higher Education, Assam and UGC guidelines. While making appointments against sanctioned posts, 20-point Roster plan is strictly followed and implemented. All such appoints are made on the prior approval of the DHE, Assam. The Principal who is the ex-officio Secretary of the G.B. sometimes appoints some teachers and non-teaching staff purely on temporary basis (part-time teachers and peons, etc.) in order to manage classes and official works efficiently on the prior approval of the G.B. These members are paid a lump sum consolidated pay/remuneration out of the

college fund.

The Principal who happens to be the Secretary of the G.B. generally takes the leading role in managing the affairs of the college in consultation with the G.B. President. He encourages and deposes the staff members to undergo/attend training programmes and other research activities like Refreshers' course, Orientation Programmes, short-term course, Seminars, Workshops, Conferences, etc. The Principal also sends Appraisal Reports (confidential) to the DHE in connection with the placement of faculty members in the Senior Grade, Selection Grade, and Associate Professor's scale of pay. Proposals for all such promotions are forwarded to the DHE, Assam by the Principal and Secretary on the recommendations of the Departmental Promotion Committee constituted by the G.B., with a panel of Experts nominated by the Hon'ble Vice Chancellor of G.U. and the decision of the G.B. The President of the G.B. also sends annual appraisal reports to the DHE in respect of staff members. The G.B. strictly follows the financial rules and regulation as incorporated in the Management Rules 2017.

Institutional Values and Best Practices

The college authority organizes UGC-sponsored/National/State level seminars, Workshops and conferences on various relevant academic and social issues. An UGC-sponsored national level seminar on "Ethno-library Science" was organized in 2016-17. A state-level Workshop on "Seventh Pay Commission and the Issue of Teachers receiving fixed pay of Rs. 8000/-" was held in 2017-18. In 2016-17 a state level talk on "Challenges of Higher Education in Assam" was organized in collaboration with the Assam College Teachers' Association, Dhubri district zone. A District Level Ethnic Dress Competition was organized by Women Cell in collaboration with BCTU with pomp and gaiety in 2016-2017. On 19th September 2018 a special talk on "Sri Sri Sankardeva's Vaisnavite Religion and its Impact on the Cultural Unity of Assam" wherein veteran journalist Sri Haydar Hussain acted as the Chief Guest and Prof. Hedayetullah of Ratnapith College acted as the Guest of Honour. The Bilasipara College Teachers' Unit (ACTA) organized a state level seminar on Violence against Women in co-operation with the Women Cell on November 15, 2018. Besides this the Internal seminars, regular plantation programme, departmental bulletin, martial arts training camp, the college organised the Zonal conference of the college teachers of Assam "ACTA" in collaboration of Dhubri Zone-16 in 2017-18.

In order to ensure regular attendance and punctuality of its staff members the college has installed Biometric Verification System. To encourage students' attendance a cash award of Rs. 10,000/- was given to each of the students who could register 100% class attendance respectively in the academic session 2015-16. To facilitate computer education and e-learning the college opened the Department of ICT in 2017 which offers 3-year courses like B.Sc(IT) and BCA, one year PGDCA course of study under G.U. and some skill development courses like DWD(6 months) and CISM(3 months). The college website is regularly updated to provide necessary information regarding the functioning of the institution.

The college performing two best practices namely ICT as teaching-learning process and Departmental Academic Audit. These two practices enriches faculty competencies with the use of ICT as effective Teaching-Learning and academic advancement of faculty members.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BILASIPARA COLLEGE
Address	Bilasipara w.no. 14 PO- Bilasipara PS- Bilasipara
City	Dhubri
State	Assam
Pin	783348
Website	www.bilasiparacollege.co.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	KARUNA KANTA SARMAH	03667-250323	7002922986	-	iqacbilasiparacollege@gmail.com
IQAC Coordinator	Mobarak Hussain	-	8402051315	-	hussainmobarak16@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	10-08-1960

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Assam	Gauhati University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	21-12-1992	View Document
12B of UGC	30-09-2004	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Bilasipara w.no. 14 PO- Bilasipara PS- Bilasipara	Urban	7.99	91820

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English Mil Education History	36	HS	English,Assamese	90	86
UG	BA,English Mil Education Political Science	36	HS	English,Assamese	180	176
UG	BA,English Mil History And Philosophy	36	HS	English,Assamese	40	38
UG	BA,English Mil History Political Science	36	HS	English,Assamese	130	127
UG	BA,English Mil Philosophy Political Science	36	HS	English,Assamese	30	30
UG	BA,English Mil Education Arabic	36	HS	English,Assamese	20	5
UG	BA,English Mil Political	36	HS	English,Assamese	50	44

	Science And Arabic					
UG	BA,English Mil Economics And Arabic	36	HS	English,Assamese	20	16
UG	BA,English Mil History And Arabic	36	HS	English,Assamese	25	21
UG	BSc,English Chemistry Mathematics And Physics	36	HSC	English,Assamese	90	89
UG	BA,English Botany Chemistry And Zoology	36	HSC	English,Assamese	110	105
UG	BSc,English Botany Mathematics And Zoology	36	HSC	English,Assamese	40	32
UG	BSc,English Economics Mathematics And Chemisrty	36	HSC	English,Assamese	20	0
UG	BCA,It	36	HS HSC	English,Assamese	20	0
UG	BSc,It	36	HSC	English,Assamese	20	3
UG	BA,English Mil Economics Mathematics	36	HS	English,Assamese	20	4
UG	BA,English Mil Economics Political Science	36	HS	English,Assamese	50	36
UG	BA,English Mil	36	HS	English,Assamese	50	41

	Economics Philosophy					
UG	BA,English Mil Economics History	36	HS	English,Assa mese	50	41
UG	BA,English Mil Economics Education	36	HS	English,Assa mese	50	44
UG	BSc,Comput er Science Mathematics And Physics	36	HSC	English,Assa mese	20	0
UG	BA,Hindi	36	HS	English,Assa mese	20	1
PG Diploma recognised by statutory authority including university	PG Diploma, Pgca	12	BA BSC	English,Assa mese	25	20

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				8				28			
Recruited	0	0	0	0	5	3	0	8	20	6	0	26
Yet to Recruit	0				0				2			
Sanctioned by the Management/Soci ety or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				20
Recruited	17	3	0	20
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	1	0	4	0	0	5
M.Phil.	0	0	0	0	0	0	10	3	0	13
PG	0	0	0	4	2	0	6	4	0	16

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	1	0	2
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	8	0	0	8

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	9	0	12

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	535	0	0	0	535
	Female	404	0	0	0	404
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	17	0	0	0	17
	Female	3	0	0	0	3
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	31	29	30	29
	Female	34	27	26	22
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	94	70	92	92
	Female	54	46	59	66
	Others	0	0	0	0
General	Male	646	349	347	432
	Female	420	182	234	318
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1279	703	788	959

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 149

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
22	19	19	19	19

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
793	716	1279	1016	1102

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
207	172	217	223	184

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
191	548	576	391	248

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
34	34	34	35	35

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
37	37	37	37	37

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 32

Number of computers

Response: 23

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
246.27	269.68	102.83	96.62	184.77

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Being affiliated to Gauhati University, Guwahati, Bilasipara College follows the University prescribed curriculum.

Different steps which are taken by the institution to ensure effective curriculum delivery are as follows:

1. The Annual Academic Calendar of the college is prepared according to the University Calendar prior to the commencement of the academic session by the Academic Sub-committee specifying available dates for significant academic activities to ensure proper teaching-learning process and continuous evaluation and it is prominently displayed in the college Notice Board, the college Prospectus and the College Website.
2. Each department holds a meeting at the end of the academic session to discuss about the course distribution for the next academic session. The H.O.D. of each department allots the syllabus to the teachers keeping in view the proficiency and expertise of individual teachers. Every department prepares its teaching plan, allotting semester-wise topics to be taught.
3. Syllabus of each subject for the academic session is provided to the students in the beginning of the session. Teachers are advised to keep a personal diary for effective academic planning, execution and review of the curriculum.
4. The Time-Table for Theory and Practical Classes is prepared by the Routine Committee prior to the commencement of the academic session and it is published in the College Website and prominently displayed on the College Notice Board.
5. Traditional methods of classroom transactions are often blended with the modern methods of pedagogy and efforts are made to make the teaching –learning process more learner-centric and participative.
6. Class teaching is supplemented with in-house seminars, workshops, special talks, group discussion, Tutorial classes, Departmental Quiz, Debates, assignments, term-papers, field trips, projects, and industrial visits, etc. for effective delivery of curriculum. All these are done in a planned manner, Records are maintained by each department and information is provided to IQAC for documentation.
7. The College Central Library provides teachers with necessary learning materials for effective delivery of curriculum. In addition to this, each department has a Departmental Library in order to enhance the-depth of knowledge of both the teachers and the students. Library related information are well maintained and are provided to IQAC for documentation.
8. Internal Examinations like Class Test, Sessional Examinations and Assignments are conducted to ascertain whether the students have acquired knowledge as outlined in the objectives of the curriculum. Sessional Examinations are conducted according to the time-table provided in the Academic Calendar. Tutorials are held to monitor the progress of the students. Remedial and

Special classes are arranged for low achievers. Answer Scripts of Class Tests and Assignment topics are returned to the students with guiding remarks. Records of class attendance, mark-sheets, etc. are maintained and preserved by the respective departments.

9. The college encourages faculty members to attend Orientation Programmes, Refresher Courses, Short-term Courses, Seminars Workshops, Conferences, etc. for acquiring requisite skills for effective delivery of the curriculum. Photocopies of the certificates of the above courses and programmes are provided to IQAC for documentation.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 1

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 14.53

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	2	1	0

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 66.67

1.2.1.1 How many new courses are introduced within the last five years

Response: 2

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 4.55

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 01

File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

The College offers two Major & one Compulsory Undergraduate courses which address Gender, Environment and Sustainability and Human Values. All the courses are affiliated to the Gauhati University.

Women and Politics(Fifth Semester)– It is an Undergraduate Major Subject which is offered with political science fifth semester Major course. It consists of one paper, 60 marks+ 15 marks(Internal)=75

Unit I : Concepts of Gender

Unit II: Feminism

Unit III: Women’s Movements---A Historical Perspective

Unit IV: History of Women’s Movement in India

Women and politics in India(Sixth Semester)- It is an Undergraduate Major Subject which is offered with political science sixth semester Major course. It consists of one paper, 60 marks+ 15 marks(Internal)=75

Unit-1: Women and Political process

Unit II: Status of Women in India

Unit III: Contemporary Issues

Unit IV: Women and Development

The course covers a large area of women related issues like women empowerment, gender development and violence against women.

HUMAN RIGHTS(Fifth Semester)-- It is an Undergraduate Major Subject which is offered with political science fifth semester Major course. It consists of one paper, 60 marks+ 15 marks(Internal)=75

Unit I: Introduction to Human Rights

Unit II: Approaches and perspectives

international Bill of Rights – UDHR, ICCPR, ICESCR, Optional Protocols|Unit III: Human Rights and UNO

Unit IV: Human rights and the role of NGOs

HUMAN RIGHTS IN INDIA(Sixth Semester)- It is an Undergraduate Major Subject which is offered with political science sixth semester Major course. It consists of one paper, 60 marks+ 15 marks(Internal)=75

Unit I: Origin and Development of Human Rights in India

Unit II: Institutional Mechanisms for Protection of Human Rights

Unit III : Emerging issues of human rights

Unit IV: Human Rights of vulnerable groups

Environmental Studies- This is a compulsory course offered to third and fourth semester UG students. It consists of 50 marks and includes the following topic in its curricula.

Third semester

Unit 1: Introduction (Lecture – 8) 10 marks

Definition, Different factors of Environment, Weather and climate, Global environment and its segments – atmosphere, hydrosphere, lithosphere and biosphere, Multidisciplinary nature, scope and importance.

Unit 2: Ecological Concepts (Lecture – 8) 10 marks

Unit 3: Biodiversity and its conservation (Lecture – 8) 10 marks

.Unit 4: Natural Resources - I (Lecture – 8) 10 marks

Unit 5: Natural Resources - II (Lecture – 8) 10 marks

Fourth semester

Unit 1: Environmental Pollution – I (Lecture – 8) 10 marks

Unit 2: Environmental Pollution – II (Lecture – 10) 10 marks

Unit 3: Social issues and the Environment (Lecture – 10) 10 marks

Unit 4: Human population and the Environment (Lecture – 8) 10 marks

Unit 5: Field work (4 lectures) 10 marks

A Field Work Report should be submitted by each student to their concern teacher. The report may be based on the visit to a local area to document environmental assets – river/ forest/ grassland/ hill/ mountain; Visit to a local polluted site – urban/ rural/ industrial/ agricultural; study of common plants, insects, birds; Study of simple ecosystem, ponds, river, hill slopes etc.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 3	
1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years	
Response: 03	
File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships	
Response: 49.31	
1.3.3.1 Number of students undertaking field projects or internships	
Response: 391	
File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

<p>1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise</p> <p>A.Any 4 of the above</p> <p>B.Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: A.Any 4 of the above</p>
<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p> <p>C. Feedback collected and analysed</p> <p>D. Feedback collected</p>

Response: B. Feedback collected, analysed and action has been taken	
File Description	Document
URL for feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.03

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	00	00	00	00

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 98.42

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
793	716	1279	1016	1102

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
800	720	1300	1050	1120

File Description	Document
Institutional data in prescribed format	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years**Response:** 100

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
207	172	217	223	184

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

Our teachers review learning levels of students on the basis of their understanding of class lectures, performance in laboratory practical classes, unit tests, class seminars, and previous (board's/council's) results. This helps in ascertaining the number of advanced learners and slow and weak learner amongst the students.

- 1.Special attention is given to the slow learners and weaker students in the Tutorial classes. Doubts are cleared and personal difficulties regarding understanding themes and contents of the subject are addressed to.
- 2.In the beginning of each academic session fundamentals and basic concepts of each subject are taught to facilitate understanding. Teachers are asked to reinforce concepts which could not be grasped easily by repetition in subsequent classes.
- 3.Remedial classes are conducted keeping in view the special needs of slow learners and weaker students.
- 4.Sometimes the students are encouraged to do blackboard/whiteboard work before the class so that their confidence levels are boosted and teachers could rectify their problems, if any.
- 5.Special, interactive classes are conducted to ensure full coverage of the syllabus.
- 6.Teachers are asked to make them available in the college premises and provide academic and personal counseling to the students who approach them for the same.
- 7.Courses like Spoken English are conducted so that the students can overcome their language problems.
- 8.To encourage class attendance, cash award is given to students who succeed in recording cent percent attendance.
- 9.Advanced learners are motivated to strive for higher goals. Project works are given as per prescription of the university in order to inculcate research spirit. The final semester students of the

departments of History, Education and Mathematics have a full length research/project paper. The students are also encouraged to appear in various competitive examinations and they are asked to make use of the reference books, journals, newspapers, etc. available in the college library.

10. Faculty exchange programme may be introduced in the future.

11. The different departments organize departmental seminars, quiz contests, debates, group discussions, etc. in order to develop analytical abilities of the students and improve their presentation skills.

12. Guest lectures, special talks and workshops are held to motivate students.

2.2.2 Student - Full time teacher ratio

Response: 23.32

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.25

2.2.3.1 Number of differently abled students on rolls

Response: 02

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

Response:

The College adopts some learner-centric method for enhancing learning experiences. One such method is Teacher-Ward Tutorial System.

1. Objective of the Practice: to inspire the high achievers to strive for excellence and help the slow learners to reach the minimum qualifying level.
2. Need Addressed and the Context: Bilasipara College has students of mixed quality, both advanced students and slow learners. In an average Indian classroom the advanced students often do not find enough scope to employ their full potential while the slow learners do not have even the minimum skills to cope with the demands of the curriculum. From this context arises the need to bridge the gap between the proficiency levels and offer necessary help for holistic development.
3. The Practice: Identifying high and low achievers, each teacher of the institution takes at least three to five low achievers as his/her wards under sustained supervision and care to assist them to improve their performance. The advanced students are provided with extra reading materials and are encouraged to consult reference books, referred journals and websites.
4. Evidence of success: The pass percentage of the institution is about 50%

5.Resources: This practice requires dedication on the part of the teachers and reference materials.

Another such method is Mentoring System for Students.

- 1.Objective of the Practice: Minimizing drop-outs through personal counseling.
- 2.Need Addressed and the context: Cut-throat competition, parental pressure, social expectations, etc. make students undergo various problems of stress and unrest. It is impossible to give personal care and attention to students in overcrowded classes. One solution to this problem is a Mentor who can develop friendly relation and a kind of bond with the students. Good mentoring may help the students to achieve emotional stability, develop clarity in thinking and decision-making.
- 3.The Practice: Creating an efficient mentor-ward system, each teacher of the college is asked to look after 15 to 20 students. They meet at least once a fortnight to discuss, share and solve various problems which may be personal, domestic, academic, etc. The teacher may involve and seek the help of parents and local guardians as and when necessary. The students are asked to share their e-mail id, whatsapp number, and mobile numbers with the teachers and their peers so that a social network is established for sharing ideas, problems and solutions.
- 4.Evidence of success: The practice of mentoring ensures better results in the examinations, active participation in co-curricular activities, discipline on the campus and good relationship between the teacher and the taught. Prospect of turning out as an well adjusted individual and a responsible human being also increases through this process.
- 5.Resources: Success of this practice depends on the commitment of teachers who have the desire to help students beyond teaching hours and also on the supportive infrastructure.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 79.41

2.3.2.1 Number of teachers using ICT

Response: 27

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 17.62

2.3.3.1 Number of mentors

Response: 45

2.3.4 Innovation and creativity in teaching-learning

Response:

The college makes use of ICT to facilitate teaching-learning process. Many of the teachers use Laptops and overhead projectors in the classrooms to make classroom transactions more effective and interesting. After discussing a topic threadbare and from different perspective, the students are often given assignments such as paper presentation in groups.

While giving group works it is ensured that some bright students are included in each group. Since these advanced learners are of the same age group they can easily connect and guide the slow learners and help them overcome their academic difficulties.

Another innovative method is mentoring system for students. Personal mentoring of the students is undertaken by the teachers who discuss academic difficulties of their respective wards personally and find out remedial measures. This practice helps to increase success rate and minimize that of failure.

Tutorial classes are intended to discourage private tuition and improve students' performance. Departmental seminars, quizzes, debate, etc. are regularly arranged to encourage learning among the students. Advanced learners are made to solve University question papers of previous 5/6 years. The Departments of History, Economics, Education, Botany carry out research projects and term-papers for Major students to help them understand research methodologies. Educational tours and Industrial visits are undertaken by different departments.

2.4 Teacher Profile and Quality**2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years****Response:** 92.97

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years**Response:** 1.75**2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	0	0	1

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 15.12

2.4.3.1 Total experience of full-time teachers

Response: 514

File Description	Document
Any additional information	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 2.91

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The college has undertaken some reform measures in connection with continuous Internal Evaluation, such as:

1. A few committees like Academic Sub-Committee, Examination Committee, TDC Part-I, II & III have been formed to conduct the various internal examinations in time. The Academic Sub-Committee consisting of all Heads of Departments monitors the entire process throughout the session.
2. In addition to examinations (External Exams. and Internal Assessment Examination) prescribed by Gauhati University, class tests, term tests, assignments are conducted at the institutional level to facilitate continuous internal evaluation.
3. We also organize various academic programmes like Quiz, Debates, objective tests, essay writing etc. in order to assess their level of performance.
4. It has been made compulsory for students to attend seminars, workshops, talks, etc. organized by the college.
5. Group work, field work, excursion reports, etc. have been made an integral part of most courses.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The time-tables of all internal examinations held in the college are notified and prominently displayed on the college Notice Board. The results of these examinations are declared within 10 to 15 days of their commencement and the evaluated answer scripts are returned to the students with guiding remarks. Students who fail to perform well in these tests/exams. are often given home assignments so that they can improve upon their previous performance. Tabulation related errors in the assessment when brought to notice, are duly corrected by the concerned examiners and the corrected marks-sheets are notified

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

Response:

Students who fail to appear in the Sessional Examination (Internal assessment test prescribed by the

university) which is held 1 ½ /2 months ahead of the Final Examination (external) on medical grounds are generally given a second chance to sit in the said examination. Corrected answer scripts of this examination are generally kept in the respective departments so that the students can see the marks they have obtained and the mistakes, if there by any, they have committed. If there is any tabulation related error in the marks-sheet of these exams, corrections are duly made by the examiner(s) and the corrected marks are officially recorded against the name (s) of the concerned students(s).

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

B.A./B.Sc. First Semester classes commence on and from August-1 every year. Within 20 days from the commencement of the new session Class Tests are scheduled to be held for both General and Major students after every 15 days and it continues till the end of the session (end of January). Corrected answer scripts of these tests are returned to the students with guiding comments. Sessional Examinations of odd semester (semester-I, II and II) are held in the 3rd week of September without affecting the normal class routine. Final Examination (both Practical and Theoretical) of odd Semester Examinations are conducted between November-9 to December-15.

Even Semester Classes commence from December-16. Class tests, Group works, etc. are conducted every fortnight and it continues till the end of the session (31 May). Sessional Examinations of Even Semesters (Semester-II, IV and IV) are generally conducted in the 3rd week of March every year and the Final Examinations (both Practical and Theoretical) are held between April-21 and May-31.

Field trips (subject specific) are undertaken and completed during the month of October.

All internal tests and exams-Like class tests, group works, assignment works, projects, quiz, debates, in-house seminars, etc. are conducted at the institutional level adhering to the University Academic Calendar and the Academic Calendar of the College.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

Mechanism of communication of College office

1. Decided in the Academic Sub-Committee meeting by the H.O.Ds
2. Posted in the college website.
3. Published in the college Prospectus.
4. Displayed on the college Notice Board.
5. Intimated to the students in the classroom.

Course Outcome of the departments mentioned below-

Assamese

The Department is committed to serve the course of the Assamese language which is not only the official language of the state of Assam.

Arabic

The department aims to teach Arabic both as a language and a literature and acquaint the students with the treasures of this living classical language.

Bengali

Bengali was introducing in the college to cater to the needs of a sizeable Bengali-speaking students of Bilasipara College.

Economics

Our aim is to foster an urge in the students to actively participate in the economic reconstruction of the state of Assam and of the nation.

English

The chief mission of the department is to effect attitudinal and behavioral changes in the students

Education

The Department of Education is committed to provide quality education in the subject and produce Education graduates who can take leadership roles not only in schools/colleges and in the classrooms.

Hindi

The department of Hindi provides non-Hindi speaking students with an opportunity to study the state language of India.

History

This primary mission of the department is to promote in our students a love of history by making them adopt a critical, analytical, disinterested and impartial approach to the study and evaluation of past events

Mathematics

Our mission is to make our students learn and use this wonderful language and tool to solve practical problems and enjoy the beauty of creation by discovering its mathematical perfections.

Philosophy

Philosophy is one of the world's oldest subjects of study, and have given birth too many others, such as Physics, Psychology, Cognitive Science, etc.

Political Science

Our aim is to imparting quality education to the students and by making them aware of the recent trends and tendencies in the discipline.

Botany

Our vision is to make this department a centre of study which will produce future plant lovers, botanists, ecologist, environmental activist, conservationists, etc., of our nation.

Chemistry

Chemistry is the study of substance, of matter and energy and the interaction between them. Chemistry is everywhere in the world around us.

Physics

The prime mission of the department is not only to acquaint the students with the basic concepts and laws of Physics but also to make them share the wonder and beauty of the mathematical perfection of the way of universe works.

Zoology

The chief mission of the Department of Zoology is to give our students adequate knowledge about the physiology, structures, forms, behaviours of animals and how they interact with other species and environments.

ICT

Opened in 2017, the Department of ICT offers 3- year courses like B.Sc.(IT) and BCA and 1-year PGDCA under Gauhati University. It also offers different skill development courses like CISM (3 months) and DWD (6 months)

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Attainment of programme outcomes, programme specific outcomes and course outcomes are duly assessed and evaluated by the college authority. Students' feedback system is an important method adopted by the institution. The final semester students are provided with feedback forms to be filled in by them providing inputs on teaching-learning drawbacks, limitations, constraints and also strengths and merits of the concerned department and its faculty members. The QAC, IQAC and Academic Sub-

Committee of the college study these feedback reports and take appropriate measures for important. The students can also report their problems to the Students' Grievance Redressal Cell at any point of time while studying. The college resolves these problems by taking concrete steps, maintaining strict confidentiality regarding the identities of students. In order to ensure better programme outcomes, all the departments of the college hold Entrance Test/Interview to assess the quality of students enrolled for Major courses of study. Class Tests, subject-oriented Quizzes, Students' seminars, Debates, etc. are some other methods of evaluating and enhancing course outcomes. The Academic Sub-committee sitting is arranged to discuss the Merit list of the Internal Examinations before its publication/notification. Students recording cent percent attendance are rewarded. Moreover, students performing exceptionally well in the university examinations are rewarded.

2.6.3 Average pass percentage of Students

Response: 45.55

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 215

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 472

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.06

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 35

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Being an undergraduate college, Bilasipara College has no recognized Incubation centres associated with business start-ups. But it recognizes and appreciates the need and importance of promoting an ecosystem for innovation among the faculty members. This spirit of innovation leads us to organize various extension and outreach programmes for creation and transfer of knowledge.

The Agriculture Counselling Cell of the department of Botany regularly organizes various

programmes and workshops, such as use of Bio-fertilizers, Bio-friendly methods of Pest Control, Plastic Hazards, Techniques and Methods of preserving Seed Quality, Soil Conservation , Horticulture, etc. in which the local farmers and peasants actively participate. The Bilasipara College Library in collaboration with Arany Suraksha Samiti of Assam, often organizes different programmes like workshops, demonstration, seminars, etc. on Environmental issues such as Endangered Species, Social Forestry, Pollution, Sustainable Development, Hazards of local Brick industry, etc. in order to create environmental awareness among the people of the locality. Aranya Suraksha Samiti also publishes a little magazine entitled “Green Letter” (or Seuj Patrika) in collaboration with Bilasipara College and Bilasipara Town Committee. Preservation of Sanchipat Manuscripts has always remained a concern of this institution. Moreover, it has proposed to develop “Ethno-Library Science” as a new discipline which, if translated into reality, will go a long way in the revival of traditional library culture of India.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 1

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.03**3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	2	1	0

File Description

List of research papers by title, author, department, name and year of publication

Document[View Document](#)**3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years****Response:** 3.81**3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
10	48	30	21	22

File Description

List books and chapters in edited volumes / books published

Document[View Document](#)**3.4 Extension Activities****3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years****Response:**

Bilasipara College regularly conducted various extension education activities so that the students get exposed to the social and economic problems and challenges of the less privileged section of the society in the neighbourhood community.

The NCC wing of the college conducted a Demonstration on how to face the natural calamity of flood. The people of the flood-prone areas (char areas) of Bilasipara attended the programme in large

numbers and got tips on what measures to take during and after flood to minimize the loss of life and property.

The college organized a two-day Health Check-up camp in collaboration with local public health centre in which all the students and staff members got their health checked-up. The camp also distributed some primary medicines free of cost among the students having health issues.

The women cell of the college organizes various awareness programmes like Evils of the Dowry System, Witch Hunting, Child Marriage, Use of Plastic Bags, Eves' Teasing, Rapes, etc. It is mandatory for the students and the staff to participate in these programmes. Students are also encouraged to take up field works on issues like rate of school dropouts, health and hygiene of girl child and woman, dowry deaths, etc. in specified areas of the locality. Such case studies expose the students to the social problems and issues that await attention and redressal.

Plantation programmes are regularly organized in the college premises. Students participate in the college project of Clean and Green Campus. Cleanliness drives are undertaken by the NSS wing of the college in which all the students participate. They are also made to attend the various health awareness programmes organized by the District Red Cross Society in the college premises every year.

Our students were involved in cleaning the campus and the adjacent streets of the town under Swachhata Abhiyan.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 1

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

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description

Document

Number of awards for extension activities in last 5 years

[View Document](#)

3.4.3 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 last five years

Response: 4

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	1	0	0

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 0.51

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	6	4	0	3

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 21

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	7	5	3	4

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Our college has thirty (32) fully functional classrooms. The mode of teaching is both conventional Lecture method (Chalk and Talk) and use of modern techniques like overhead Projectors and other audio-visual facilities.

1. As the college Auditorium is still under construction, important meetings and functions are held in one of the two large classrooms namely APJ Abdul Kalam Hall and Dr. Bhupen Hazarika Hall which can accommodate more the 300 hundred students (each)
2. The ICT Deptt. has a digitalized classroom with 21 nos. of Desktop computers, internet connection, etc.

Library facilities:

1. The central library has been renovated. It has a moderate collection of more than 17000 copies of text, reference and general books covering a wide range of subjects. It also maintains a good number of journals, periodicals, newspapers and magazines.
2. Besides, each of the Deptt. maintains a Departmental Library.

Computing Equipments and internal facilities:

1. The Administrative Block is equipped with desktop computers with internet connectivity, scanner, printers, etc.
2. The IQAC Cell of the college has two desktop computers with Website link, scanner and printers.

Laboratory infrastructure for Deptt. of Chemistry:

Chemistry Laboratory has four sections: Qualitative Lab., Quantitative Lab., Instrument Room. Preparation room and store room. Each lab. Can accommodate 30 students. We have different reagents and instruments for Qualitative and Quantitative analysis, Instrument room is equipped with digital instruments like sophisticated weighing machine, digital colorimeter, potentiometer, Mussle furnace, Conductive tee etc.

Laboratory infrastructure for Deptt. of Physics:

Physics laboratory has three sections: Gen. lab., Major Lab and dark room. The Gen. lab, Major Lab and the dark room have a well-maintained collection of experimental set up for three year of general and Major physics course. The labs. are equipped with spectrometer, fresnel's biprism, photo cell, ballistic galvanometer, R-C coupleb amplifier, CRO, Anderson Bridge, Polarimeter, Logic gate, Oscillator, Platinum resistance thermeter, LCR, Bar Pendulam, Searle's apparatus, Kater's Pendulaum, Galvenometer, ammeter, Meter bridge etc. We can accommodate 30 Gen. Students and 12 Major students

at a time.

Laboratory infrastructure for Deptt. of Botany:

Botany Laboratory has four sections, namely Lab.1, Lab-2, Museum and Store Room.

The laboratory is equipped with modern instruments like Microscope, Microtone, machine, centrifuge machine, oven, Chromatography Chamber etc

1. The laboratory can accommodate two batches of 30 students each at a time.
2. The museum section has a good stock of Specimens, Herbarium, etc.

Laboratory of the Deptt. of Zoology

The Zoology Laboratory has four sections, namely, Lab-1, Lab-2, Museum and Store Room. The laboratory is equipped with modern, state of the art instruments such as Microscope, Microtone machine, Electric Balance, Hem cyclometer, P.H. Meter, Chromatography Chamber, Incubator, Oven, etc. There are two human embryos, one of 3 months and the other of 4 and half months, in the Museum. We can accommodate three batches of 30 students each at a time.

Laboratory of the Deptt. of Education

The laboratory of the department of Education maintains a good stock of instruments for conducting psychological and other tests like –

Falling door tachistoscope, Mirror Drawing Apparatus (both manual and electrical) etc

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

Response:

Bilasipara College regularly organizes various sports and game. Indoor games, Debating-quize competition, Fancy dress, Tradinal dance competition, extempore speech are generally conducted in the college campus. Outdoor games like football, cricket, marathon race, etc. are held in the I.N.A. Academy field situated in Bilasipara Town, near Pratima pandey Barua Hall and DSA field.

Fitness Activities: Gym/Tack-wondo /Yoga

We have a Gymnastics Centre where various items of exercise, like weights, Motorized, Treadmill, Twister with stand, sports D/Bell, Bells, G-Balls, M-Ball B.S., S, Rope, etc. are available. Besides, the students practice Tackwondo and Yoga to enhance their physical fitness.

Sports and Games: (Outdoor) : Football, Cricket, Marathon race. We have sports materials like footballs, boots, jersy, etc.

Indoor Games and Sports like Carrom, Chess, Jablin, Discuss Throw, Badminton, Volley Ball are organized. Sports materials like Carrom Board with carom coins and stuckess , Chess Board, Badminton Racket, Feather Cock, Weight, Jablin throw stick, etc. are available in the Sports Store Room.

NCC Unit: The college NCC (Army wing) has got the strength of platoon under the 7-Assan BN N.C.C., Dhubri. Its enrollment strength is 100. Bilasipara College NCC unit has acquired a unique position in Dhubri district. Many of its products have got employment in various military, paramilitary and police forces over the years. Facilities like Rifles for Cadets, uniform, Boots, Almirah, Chair, Table, Notice Board, etc are available.

NSS: A National Service Scheme has been set up in the college in order to create a spirit of service and dedication to the society among the students. The teachers and the NSS wing organize various service oriented programmes health camps, social forestry, cleanliness drives, relief camps, etc. The minimum enrolment of the NSS unit is 100.

We, the college family regularly organised the folk songs and the dance competitions and trainings to promote the colourful culture of the various ethenic groups inhabited in the different areas of Nort-east in general and western Assam in particular.

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

Response: 9.38

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 03

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 4.06

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
50	0	0	0	0

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

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

Response:

The library of Bilasipara College named as *Dr. Bani Kanta Kakoti* Library is partially automated. The software used for the automation of the library is SOUL (Software for University Libraries). Initially “Book Bank” software was used for the library automation and management in this library. In the year of 2012 the SOUL software was installed as per the guideline of UGC. The SOUL can be used for acquisition, accession, circulation, data operation etc. At present the software in the library is being used for cataloguing, data operation and OPAC purpose. Out of the total reading resource materials 92% are under data operation process. There are 18470 record ID and 18452 nos. of catalogue records in the library. The reading materials resources can be searched according to title of reading materials, author of reading materials and subject of reading materials.

The library is also connected with National Digital Library of India to have metadata of various subjects. Ministry of Human Resource Development under its national mission of education through Information and Communication Technology(NMEICT) has initiated the National Digital Library of India to develop a framework of virtual repository of learning resources with a single window search facility. The library users can find out the right resource with least effort. The use of NDIL is important for the students who prepare for entrance and competitive examination. They can search information from NDIL of multiple subjects from different parts of our country.

By OPAC system the library facilitates hundreds of e-journals published from various parts of the world. For instance www.omicsonline.com provides Chemistry journals, www.ijarnd.com provides education journals, jstor.www.jstor.org provides History journals, www.hindawi.org provides journals of Botany, www.mdpi.com provides Biology journals, ijab.com provides journals of Zoology, TIFR.res.in provides Mathematical Journals, www.ergophilosophyjournal.org provides Philosophy journals, www.ijiras.com provides Economics journals, www.tjpre.org provides English journals www.hindijournal.com provides Hindi journals, lancaster.ac.uk provides Arabic journals, www.aakhar and www.enajari provides Assamese journals etc.

OPAC e-books are also available in the library automation system in the library.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Sl No.	Name of the Books	Publishers	Authors/editors	Copies /Volumes	Year of Publishing
1	Hastividyarnava	Publication Board, Assam	Dr.Pratap Chandra Chaudhury	1	1976
2	CharyGiti-Padawali	Western Publication Calcutta	Sri Sukumar sen	1	1956
3	Bidya Sagar Rachanawali	Mandal Book House, Calcutta	Devakumar Basu	1	1966
4	Baru Chandidasar Sri Krishna Kirton samagra	Dey's Publishing, Calcutta	Amitra Sudan Bhattacharya	1	1966
5	Introduction to philosophy	Rusin House, Londaon	George Thomas white Patrick	1	1958
6	Nyaya theory of knowledge	University of Calcutta	Satish Chandra Chattarjee	1	1965
7	India of the age of Brahmanas	Sanskrit Pustak Bhandar, Calcutta	Dr. Jogiraj Basu	1	1969
8	A History of South India	Oxford University Press	Nilkanta Saatri	1	1955
9	From Bismark to the World War	S. Chand, Delhi	Erich Brandesburg	1	1914
10	The Vedic age	Bharatiya Bidya Bhavan, Bombay	R.C.Majumdar	1	1951
11	Asomar Puthichitra	Assam Publication Board	Dr. Naren Kalita	1	1994
12	Sankardeva and his times	Gauhati University	Dr. Maheswar Neog	1	1965
13	Dhatu vrittisara	Publication Board, Assam	Anundoram Barua	1	1877
14	Saraswati Kanthabharana	Publication Board, Assam	Anundoram Barua	1	1969
15	Nanartha-Samagraha	Publication Board, Assam	Anundoram Barua	1	1969
16	Abhiynana-Sakuntalam	Modern Book Agency	R.M.Bose	1	1976
17	A study on Kamrupa Dialect of Assamese	Dept. of History and Antiquarian Studies, Assam	Upendra Nath Goswami	1	1970
18	Concept of personality in Samkhya Yoga and The Gita	Gauhati university	Dr. K.C. Das	1	1965
19	Assam Bhandhu	Assam Prakashan Publication	Dr. Nagen Saikia	1	1984
20	Bhavabhuti and hs place in sanskriti literature	Publication Board , Assam	Anundoram barua	1	1971
21	When freedom is Menaced	Publication Division, Govt of India	Lalbahadur Sastri	1	1965

Manuscripts

Book	Materials	Language	Scripts
Lakshmipuja Mantra	Tulapat	Sanskrit	Kamrupi or old Assam
Mantraputhi	Sanchipat and Tulapat	Sanskrit	Kamrupi or old Assam
Padmapurana	Tulapat	Sanskrit	Kamrupi or old Assam

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.39

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0.44	0	0	1.52

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 0.85

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 7

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

2013-14

•In the year 2013, the college purchased: 25 laptops, 4 LCD Projectors, 2 Visualliser, 1 Printer.

•Internet connection for college office section. ISP BSNL

2014-15

•Change of ISP: Internet Service Provider changed from BSNL to Air link

Plan: 8MBPS, Data Plan: unlimited

•Connection for Administrative Building, IQAC office and departments (Science).

• Office computers are protected by purchased antivirus (NPAV).

2015-16

• Internet connection for IQAC and Plan: 08 MBPS, Data Plan: unlimited

- Departments also are using antivirus like “NPAV”, “Quick Heal” (self Purchased).
- Installation of 20 Desktop and one Server computer by Assam Electronics Development Corporation Ltd, Government of Assam undertaking.

Purchase of computer (one no.) and Printer (2 no.s)

2016-17

- Wireless access point for office staff.
- Construction of two halls with digital class facility.
- Internet connection extended for I.T. Department.

Plan: 08MBPS, Data Plan: unlimited

- Purchase of 3 Desktop Computers.

2017-18

- Internet connection extended for digital class rooms.

Available bandwidth of internet connection in the Institution is 08MBPS.

4.3.2 Student - Computer ratio

Response: 34.48

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: 5-20 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 35.54

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
60.5	119	18.16	51.42	70.43

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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.

Response:

Institution mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college

Building infrastructure

•Generally as far as practicable for a government owned institution, constant effort is made to provide dedicated and secure space for equipment's and tools. There is a construction committee to look after the construction, maintenance and repair work related to the building. Construction, repair and maintenance of the main building and physical infrastructure like water, power supply etc. by the committee. All work is done as per standard norms.

- All minor faults are attended and repaired by hired technicians, carpenters etc.
- The college has four generators for uninterrupted power supply.
- Maintenance of toilets and service areas are outsourced through various external agencies.

Computer & IT infrastructure

Maintenance of Stock Register regularly to keep account of all equipment.

- Maintenance and upgradation is looked after by computer committee from time to time.

Laboratory Equipment's/ Machineries

Maintenance of Stock Register regularly to keep account of all equipment, chemicals glassware and other materials used in the laboratory.

- The laboratory equipment is maintained at the department level by the staff or through hired technicians whenever necessary.

Furniture's related items.

College authority assigns one of the college staff to look after the maintenance and repair work of furniture and other physical infrastructure from time to time. He brings to the the notice of the authority the needs of repair work and certifies after the work has been completed

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 86.11

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
723	615	1224	1002	652

File Description

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Document

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 29.97

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
450	350	250	20	250

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 12.57

5.2.2.1 Number of outgoing students progressing to higher education

Response: 24

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 10

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	1

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	6	7	6	3

File Description**Document**

Number of students qualifying in state/ national/ international level examinations during the last five years

[View Document](#)

5.3 Student Participation and Activities

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

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years

[View Document](#)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Students' Representative (SR) is an indispensable part of Academic and Administrative bodies/committees of the institution such as the Bilasipara College Celebration committees, IQAC, and Alumni Association of the college.

The Students Representative plays an important part in encouraging and motivating students to participate in existing student oriented programmes of the college such as NSS, NCC. Additionally, the SR organizes the Saraswati Puja , Biswakarma Puza, Fateha-E-Dowaz Dahom, teachers day, college foundation day, Independence Day, Republic day etc. in the college and is responsible for the smooth execution of the various aspects related to these function. The college Sports is an annual and an important event and the Students Representative has the responsibility to co-ordinate the different sports activities and events and assist the teachers in making the event a success. He also has the duty to recruit volunteers from the student's community for this purpose. Thus, they contribute to a healthy interaction among students and teachers regarding academic, co-curricular and extra-curricular activities of the college. Last but not the least, they ensure discipline in the college campus by encouraging students to observe the rules of the college, and instill environmental consciousness and work towards maintain a green and clean campus. They also create awareness among students regarding the necessity of the importance of maintaining personal health, hygiene and cleanliness in and outside college.

Students' Representative (SR) of the IQAC always helps the Co-ordinator for preparing students feedback, different types of information of the students like their higher studies, carriers etc. which are very essential for preparing the SSR of NAAC.

Students' Representative (SR) of the Alumni Association help the college authority with financial helping for the poorest students and the topper students and they are always trying their best for helping the college family.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 1

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Alumni Association, Bilasipara College was formed during 2004 and the Association was very active initially and played a vital role during the NAAC visit in the year 2004 to this institution of higher learning. As a result perhaps the college was in a position to score better and was able to secure better grading. Afterwards, the Association was constantly in touch with the college administration for a couple of years and could leave some influence on the academic and other sphere pertaining to this college.

However, it will be worthwhile to mention here that after a couple of years the Alumni Association got delinked from the college administration for the reasons not known. It is assumed that the leadership in Alumni Association and the Administrative hierarchy of this college were not able to work together and a gap widened between the two. As a result for a few years the Alumni Association was inactive. They were not aware of the happenings of the college including the chair of the principal. A former principal was involved with some irregularities including financial anomalies which were eventually detected by the Governing Body of the college. As the Governing Body took some of the stringent actions against the said principal resulting his suspension. These were a few reasons for which perhaps the Alumni Association got delink form this temple of higher learning.

Nonetheless, it is a matter of happiness that a few alumni of this institution were very much concerned about the academic condition of the college. From outside even they have always tried to create a congenial academic atmosphere inside the college campus. With a view to that once again some alumni on 14/10/2018 gathered in the college premises in order to form the Alumni Association in a new style. Accordingly they gathered on that day and they mainly focused on the academic need of the college vis-à-vis the proposed NAAC visit to the college. In their meeting they discussed some of the prime issues including the academic atmosphere of the college. They vowed to maintain the academic excellence of the college among other things.

Again on 30/12/2018 another executive meeting of Alumni Association was held under the president ship of Sri Sofiqul Islam, DSP, Kokrajhar and some important resolutions were also adopted. The meeting unanimously resolved to extend their helping hands for the alround development of the college. They also resolved to actively participate in the assigned programmes during the proposed visit of NAAC

peer team to the college. It was also resolved to extend minimum financial assistance to the college by the individual members of the Association. Further, it was also resolved to create conducive academic atmosphere in the college in future where academic excellence could be achieved.

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 2

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Established in 1960, Bilasipara College is the second oldest institute of higher education in Dhubri district which caters to the educational needs of the youths, both male and female, of this locality.

Our Vision: Our vision is to transform this institution into a centre of excellence of higher learning by continuously working towards making education socially relevant and meaningful.

Mission: The chief mission of this institution is to improve human resource in this rural and economically backward region of the state of Assam and thereby to provide for the needs of the society and the nation.

The apex body of the college, the Governing Body works in close co-operation with the Principal, faculty members and non-teaching staff and adopts all major plans and policies to translate the mission and vision of the institution into a reality. The President of the Governing Body generally guides and supports the Principal who happens to be the Ex-officio Secretary of the GB in creating and maintaining a peaceful and congenial scholastic environment required for this purpose. The Principal as head of the institution takes the leading role in implementing the policies and decisions taken by GB. In this he is actively assisted by the teaching and non-teaching staff of the college. Before taking any major academic and administrative decisions the GB President and the Principal sometimes sit with the faculty members and senior administrative staff and invite their constructive suggestions.

The Bilasipara College teachers' unit of Assam college teachers' association, the academic Sub-committee, QAC and IQAC of the college also extend active co-operation with the GB to ensure that the academic needs of the students are fulfilled and the dreams of the founding fathers of the college are realized. The IQAC collects feedback reports which are meticulously studied and discussed before preparing the future action plan of the institution.

Students are encouraged to participate in various co-curricular activities such as Seminars, Quiz, Debates, Inter-college competitions, annual sports and Cultural programmes etc.

The students' Union Body, Bilasipara College Union Society and the Alumni Association of the college co-operate with the college authority in maintaining peace, harmony and order on the campus.

6.1.2 The institution practices decentralization and participative management

Response:

The GB of the college is constituted as per UGC rules and guidelines of the Director of Higher Education, Govt. of Assam, which put emphasis on decentralization and participative management. Both teaching and non-teaching staff are adequately represented in the GB of the college. Two teacher

representatives and one non-teaching staff member are selected to represent the GB. Besides two GU nominees, one special invitee member, three Guardian members are included in the GB to ensure that all stake holders are adequately represented in the management. Moreover, there are a number of committees, Quality advisory committee, Education Extension committee, Examination Committee, Committee for Prevention of Sexual Harassment in work place, IQAC, Discipline and Students' Grievance Redressal Cell, etc, to help the management by sharing and discharging responsibilities.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The college is yet to introduce online Admission System but it has a plan to do so in near future for bringing about more transparency in admission system.

At present the admission process of first semester starts every year immediately after the of class-XII results of Assam Higher Secondary Education Council (AHSEC) are declared.

The Degree Admission Committee prepares the subject combinations, cut off marks, etc, as per guidelines of Gauhati University and submits the same to the Governing Body for approval.

Detailed information regarding the admission process are published on the

College Website and in the college Prospectus. The Screening committee, on scrutinizing all the application forms, prepares the list of selected candidates and displays it on the Notice Board of the college.

The selected candidates have to appear before the Admission Committee on the dates fixed for admission. After verifying all the original documents the committee asks the candidates to deposit their admission fee in the college account at Assam Co-operative Bank through challan forms. During admission the bank generally operates a counter on the college campus.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The Governing Body of the college works in close cooperation with the Principal to regulate and maintain a congenial and academic environment required for this purpose. The Principal as the Head of the Institution along with the members of Teaching and Non-Teaching staff implement the decisions and policies of the management. In the context of the college administration, the Governing Body takes the leadership role in decision making process. The Governing body of the college consists of

1. President
2. Principal (Secretary)
3. **Special Invitee member to G.B**
4. University Nominee -02
5. Member-Vice principal-01
6. **Guardian Nominee-03**
7. Teachers' Representative-02
8. Non- teaching Staff Representative- 01

Principal executes any academic and administrative plans and policies with the help of the following sub-committees

1. ACADEMIC COUNCIL
2. NAAC CORE COMMITTEE
3. QUALITY ADVISORY COMMITTEE
4. EDUCATION EXTENSION COMMITTEE
5. LIBRARY & ARCHIVES COMMITTEE
6. CULTURAL ACTIVITY COMMITTEE
7. COMMITTEE FOR PREVENTION OF SEXUAL HARASSMENT OF WOMEN IN WORK PLACE
8. ADVISORY COMMITTEE FOR ADMISSION
9. DEGREE CENTRE COMMITTEE
10. PROSPECTUS COMMITTEE
11. ANTI RAGGING COMMITTEE
12. ADMISSION COMMITTEE(SCIENCE)
13. ADMISSION COMMITTEE(ARTS)
14. HS CENTRE COMMITTEE
15. INTERNAL QUALITY ASSURANCE CELL
16. RESEARCH AND PROJECT ASSISTANCE CELL
17. NCC CELL
18. STAFF MAGAZINE CELL
19. DISCIPLINE AND STUDENTS' GRIEVANCE REDRESSAL CELL
20. PUBLICATION CELL
21. NSS CELL
22. CAREER GUIDANCE AND PLACEMENT CELL
23. GAMES AND SPORTS CELL
24. ICT CELL

25. SCOUT AND GUIDE CELL
26. MANAGEMENT REPRESENTATIVE
27. COMMUNITY REPRESENTATIVE
28. ADMINISTRATIVE /TECHNICAL STAFFS
29. WOMEN CELL
30. AGRICULTURAL CONSULTANCY SERVICE (FREE) CELL
31. STUDENTS REPRESENTATIVE
32. ALUMNI ASSOCIATION
33. EMPLOYEES /INDUSTRIALISTS
34. SCIENCE AND LITERARY ASSOCIATION
35. EXTERNAL EXPERTS
36. EXAMINATION CELL
37. INTERNAL COMPLAINT COMMITTEE
38. BILASIPARA COLLEGE OBC CELL
39. SC/ST COMMITTEE
40. MINORITY CELL COMMITTEE

As per UGC regulation the above-mentioned composition of Governing Body will remain unchanged till 2020.

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

Response: E. Any 1 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

In 2016-17, the women cell of Bilasipara College Teachers' unit organized a cultural programme, namely "Ethenic Dress Competition".

Bodies involved:

1. Women cell
2. Governing Body
3. Cultural activity Committee
4. IQAC Cell

The women Cell proposed to organize an Ethenic Dress competition in the college premises in a meeting of the Bilasipara College Teachers' Unit and after threadbare discussion it was decided the said competition be organized subject to the approval of the Governing Body of the college. An application accompanied by the said resolution was submitted to the GB for its consideration.

When the GB approved the decision, the matter was once again discussed in a meeting of the BCTU and an elaborate plan for implementing chalked out. Various sub-committees like Reception Committee, Refreshment and Food committee, Pandal Committee, Registration Committee, Management Committee. etc. were constituted and tentative budget for the programme was prepared.

Dress and fashion experts from different parts of Assam were invited to act as judges in the competition. Students from various colleges of lower Assam participated in the event. The SDO Civil of Bilasipara Sub-division Lakshmi Priya inaugurated the function and spoke on the relevance and importance of ethenic dresses. The main programme was conducted in the evening of 11th Feb 2017, with pomp and gaiety.

Both boys and girls participated in the competition. The programme was highly successful. All the guests and judges present appreciated the efforts put in by the Women Cell and other Bodies of the institution to make the competition so spectacular.

Among the Girls participates-

Farheen Sultana of Bilasipara College won the 1st position.

Shahinur Begum of Bilasipara College was declared runner-up.

Alma Hussain of Bilasipa College won the 3rd position.

Among the Boys-

Rigtom Rayof Chilarai college won the 1st position.

Manjit Nath of Bilasipara college was declared runner-up.

Bappu Sk of Bilasipa College won the 3rd position.

The Principal and distinguished guests gave away the prizes and citations.

6.3 Faculty Empowerment Strategies

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

Response:

Bilasipara College has following effective measures for teaching and non-teaching staff.

1. There is a provision of Group Life Insurance for teaching and non-teaching staff.
2. The institution provides Festival Advance for the non-teaching staff.
3. The non-teaching staff who work against non-sanction post are paid lump-sum salary determined by the G.B.
4. The teaching staff working against non-sanction post is paid lump-sum salary determined by the Governing Body.
5. The teacher appointed on contractual basis is given fixed salary determined by the G.B.
6. The College authority makes necessary arrangement for proper disbursement of government scheme to the employees.
7. Loan without interest is given to the employee who suffers acute financial hardship for treatment of serious nature of disease and other purpose.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 2.94

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

2017-18	2016-17	2015-16	2014-15	2013-14
5	0	0	0	0

File Description

Details of teachers provided with financial support to attend conferences, workshops etc. during the last five years

Document

[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by

the institution for teaching and non teaching staff during the last five years**Response:** 0.2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years**Response:** 23.71

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	2	9	14	10

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff**Response:**

The college has performance Appraisal System for teaching staff as per U.G.C. regulation 2010 and amendments thereafter. The candidates may offer themselves for assessment for promotion if they fulfill the minimum API scores indicated in the appropriate API system tables by submitting an application and the required PBAS (Performance Based Appraisal System) proforma old and revised as may be applicable time to time by the U.G.C. as per U.G.C. career Advancement scheme guidelines. Departmental

Promotion Committee is constituted by the Governing Body of the college with at least two G.U. nominees (subject expert). The Departmental Promotion Committee requires approval of the Gauhati University. The Principal being the chairperson of the DPC hold its meeting and thorough scrutiny of relevant papers of the candidate's eligibility the DPC adopts appropriate resolution and make recommendation for promotion of the candidates. The resolution and recommendation of the DPC shall be approved the Governing Body. The Principal after completion of all formalities submits the proposal for promotion to the Director of Higher Education, Govt. of Assam.

For non-teaching staff U.G.C. regulated career Advancement Scheme is not applicable. The promotion of non-teaching staff is governed by the rules and guidelines of the Govt. of Assam. The non-teaching staff are subject to promotion in their respective fields after a period of service not less than 10 years. The Governing Body constitutes Promotion Committee as per guidelines of the Director of Higher Education, Govt. of Assam. The Promotion Committee in its meeting scrutinizes the relevant papers and hold interview of the candidates and adopts necessary resolution and recommendation for the candidate. The resolution and recommendation of the Promotion committee requires approval of the Governing Body. The Principal submits the proposal of promotion to the Director of Higher Education, Govt. of Assam for necessary order.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college has a mechanism for both internal and external audit. The Governing Body appoints competent auditor for internal audit. The internal auditor audits accounts of each financial year. The auditor thoroughly checks the receipts and expenditure of each financial year. The internal auditor can raise objection if financial transaction is not done as per financial rules. The internal audit report of each financial year is placed before the Governing Body. The Governing Body after detailed and elaborate discussion passes the audit report if no objection is found. The Governing Body may direct the Principal to meet up the minor objection raised by the internal auditor.

The external/statutory audit is carried out by competent auditor appointed by the Department of Higher Education, Govt. of Assam. The External/statutory audit has been completed up to the session 2013-14.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college sends proposal for additional grants to the University Grants Commission and state govt. in order to meet expenses for construction, repair, renovation of the college building and premises. The college moderates students' fee structure every year to procure additional funding. Other than the routine Govt. and UGC grants, the institution has been able to secure additional funding from various agencies such as M.P. area development fund. The Alumni Association donated Rs. 13700/-. The Principal who is the chief disbursing officer spend the grants for infrastructural development through various committees such, Construction Committee, Purchase Committee, Finance Committee, etc.

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

Response:

The IQAC, Bilasipara College has always worked day in and day out in order to create a congenial academic atmosphere in the college so that the students, teachers and the staff members could excel in their respective sphere of life. It has helped to maintain strict vigil on the implementation of recommendations made by NAAC Peer Team (2004) in a phase-wise and disciplined manner. Some of the major outcomes of IQAC activities during the Session are mentioned below:

- 1.A symposium on Women and Nature was organised by Women Cell of the College under the supervision of IQAC.
- 2.A health Check-up Camp was organised in collaboration with sub-divisional Health Services, Bilasipara, under the supervision of IQAC.
3. Wall magazines for the students of all the departments were provided by the college authority on

the recommendation of the IQAC.

4. Campus beautification activities like gardening were taken up in this session.
5. Feedback Reports were presented by some teachers who had attended RC/OP programmes during this academic session.
6. The Taekwondo and Gymnastics units are functioning in the college.
7. The ICT room of the college was prepared by the Govt. Of Assam under supervision of the IQAC.
8. The college authority opened the college website on the recommendation of the IQAC
9. Website browsing centers for students and teachers were also initiated on recommendation by IQAC
10. At the initiative of the IQAC in-house/inter-departmental seminars/talks were arranged.
11. Departmental Academic Audit was done under the supervision of IQAC
12. Basic computer training of teachers and students was initiated by IQAC
13. uploading of DCF II of AISHE of our college is running under the guidance of IQAC
14. Students Higher Education and Professional engagement activities records of our college are maintained by IQAC
15. Record of Individual profile of teaching staff is maintained by IQAC
16. NCC and NSS are running smoothly under the supervision of IQAC

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

Response:

Two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are—

1. Students Feedback on Faculty, Teaching- Learning Process & Evaluation

Students' feedback significantly showcases the actual quality of teaching learning process. The IQAC has brought several changes in the Students feedback process like-

1. Students can upload their feedback through our institution website
2. All the students have to right submit feedback
3. Departments can take feedback from students and submit the same to the IQAC
4. Minimum 50% students of each department will be present at the time of feedback.
5. Basic computer training of students be organized every year by IQAC

2. Internal Departmental Academic Audit annually conducted by Internal Quality Assurance Cell of the college.

Internal Departmental Academic Audit of the Departments helped to assess the Strength, weakness, opportunity and threats of the department and to prepare academic plan accordingly as per recommendations of the Departments.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0.6

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	2	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document

6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
- 2.Academic Administrative Audit (AAA) and initiation of follow up action**
- 3.Participation in NIRF**
- 4.ISO Certification**
- 5.NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

In the post accreditation period, many quality initiatives are taken by the Institution. The Quality Enhancement Initiatives are as follows in session wise-

Session 2017-18

- Academic calendar was prepared before the commencement of the academic session.
- Use of Laptops and Projectors is in practice to make the process of teaching and learning more students centric.
- Feedback reports and suggestions collected from students, faculty members, parents and Alumni. IQAC analysis the feedback report and check out for future plan.
- A state level seminar on “Violence Against Women” was organized.
- A special talk on “Shankardevas Vaishnavism and its Impact on the cultural and social Unification in Assam” was organized.
- Departmental Academic audits have been completed internally.
- Alumni Association meetings have been convened.
- Two faculty members attended Refresher Course and four faculty members attended Short Term Course.
- Four additional class rooms have been made available for the purpose of teaching-learning.
- A state level workshop on “Seventh Pay Commission and issues of the Teachers receiving fixed pay Rs 8000/-“was conducted.

Session 2016-17

- ICT department was formally introduced by Honourable Education Minister of Assam.
- A state level talk on “Challenges of Higher Education in Assam” was organized with the collaboration of ACTA, Dhubri district Zone. A Ethnic Dress up Competition was organized with pomp and gaiety.
- For beautification of the campus, the college authority demarcated and prepared an area for gardening.
- A plantation programme was organized on World Environment day (05/06/2017)
- The college hosted and successfully organized the Youth Festival of GU with a three-day programme from 9/9/2017 to 11/9/2017.
- Students recording 100% class attendance were awarded a cash prize of Rs

10,000/- each.

- Departmental Academic audits have been completed internally.
- Two faculty members attended Refresher Course and one faculty member attended Short Term Course.
- The women Cell of Bilasipara College teachers’ unit organized an awareness programme on Mental Hygiene in Ward No. 7 and an awareness programme on Adolescence: Issues and Solutions.

Session 2015-16

- Academic calendar was prepared before the commencement of the academic session.
- Departmental Academic audits have been completed internally.
- Nine faculty members attended Refresher Course at different ASC in different Universities.
- UGC sponsored national seminar –cum workshop on “ETHNO LIBRARY SCIENCE “ was organized from 12/03/2016 to 14/03/2016.

- Awareness programme on “HEALTH HYGIENE AND SANITATION” was organized in ward no.14 Bilasipara
- Awareness programme on “DOMESTIC VIOLENCE AND HUMAN RIGHTS” was organized in ward no.3 Bilasipara

Session 2014-15

- Fourteen faculty members attended Refresher Course/Orientation Programme/ Special summer School at different ASC in different Universities.
- “SADBHAVANA DIVAS” was celebrated with the help of District Administration, dhubri.

Session 2013-14

- Ten faculty members attended Refresher Course/Orientation Programme/ Special summer School at different ASC in different Universities.
- Awareness programme on disaster preparedness mock drill was organized in collaboration with DDMA, Dhubri
- "ANTI TERROERISM DAY" was organized with the help of District Administration, dhubri.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 3

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	1	0	0

File Description

List of gender equity promotion programs organized by the institution

Document

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

Gender Sensitivity has always been a concern of Bilasipara College. It is of course a very sensitive issue. A nos. of awareness programmes have been arranged in order to sensitize the students of this college and particularly the girl students. Most of the students are from remote and char areas and they are not well aware of certain things like safety, security, ragging, molestation, sexual abuse etc.

The college authority has always tried to maintain a high standard so far as the safety and security of the girl's students are concerned. They have been asked to communicate to the authorities directly if any kind of problems they face in the college premises. Separate Common Room with attached Toilet for the girl students has been provided. The complete premises have been covered under CCTV surveillance. A nos. of sub-committees have been constituted in order to look into the grievances of the girl students.

Besides, periodic counselling has been done particularly for the girl students in order to create awareness among them. They have also been given advice on various subjects including their career advancement. They have been advised regarding their costume and dress materials too. Special Talk, Work

Shop, Symposium etc. have been organized on Women in order to sensitize them with some renowned resource persons from outside Bilasipara. These measures have been effective and as a result we have not witnessed any major problems in the college campus relating to safety and security of the girl students of our college. Anti ragging Cell has been very active in the college campus. No one is allowed to do ragging in the name of introduction. During the time of admission the teachers and seniors students play an important role to prevent such things in the college vicinity. In this regard NCC wing of the college also takes strong initiative. They have tried to maintain discipline of the college. A women wing of NCC has been pro-active and they have also been engaged in attaining safety and security of the girl students of the college.

For a safe campus and congenial atmosphere in the college premises the authority has taken care of the following:

1. An experienced gate keeper in Uniform having mobile connectivity.
2. Fire extinguisher.
3. CCTV surveillance
4. Exit Gates.
5. Emergency Exit staircases
6. Regular checking of Electric meter
7. Regular servicing of electric switch, boards, air condition machine, fans, etc.
8. A Grievance Redressal Box for students
9. Internal Complaint Cell to address the issues like sexual harassment
10. Maintenance of First Aid Box
11. Separate Wash Room, for Boys and Girls
12. Identity Cards, issued to all the students, teachers and non-teaching staff member
13. Waiting Shed for the visitors
14. Code of conduct for the students and staff members.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 305

File Description

Document

Details of power requirement of the Institution met by renewable energy sources

[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs**Response:** 49.84**7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)****Response:** 152**7.1.4.2 Annual lighting power requirement (in KWH)****Response:** 305**File Description****Document**

Details of lighting power requirements met through LED bulbs

[View Document](#)**7.1.5 Waste Management steps including:**

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Waste management is the activities and actions required to manage waste from its inception to its final disposal. This includes the collection, transport, treatment and disposal of waste together with monitoring and regulation of the waste management process.

Bilasipara College has adopted some effective measures for the management of waste materials generated during various activities and transaction in its premises. Waste management steps include-

1. Solid waste management
2. Liquid waste management
3. E-waste management

Waste management is mainly conducted by Bilasipara Town Committee. They collect waste once a week and if necessary twice a week with their own van. Besides this, the college has arranged meetings to create awareness among the students and staff members of the college. They extend their co-operation in discharging the waste from the campus.

Solid Waste Management:

Its quantity is huge. The institution generates a huge amount of waste daily during its daily activities and transaction. This huge volume of solid waste is managed with the help of Bilasipara Town committee. Of course, we have installed a number of dustbins across the college campus and those are looked after by a sweeper engaged by the college authority. Besides, 2 nos. of cleaners have also been engaged for

cleanliness and sanitation. During the morning and evening hours the cleaners come and help in discharging the waste materials.

Liquid waste management:

The liquid waste generated in the chemistry and other laboratories are disposed off through proper channel leading to Town Committee drain. Besides, some of the waste from the labs is buried under ground.

E-waste management:

E-waste corner of our college has been kept in a store room inside college campus which are used by the department of physics. Besides this, with the help of Bilasipara Town Committee e-waste generated in the college campus are collected time to time and buried underground. Awareness is generated among the students and staff members to dump the e-waste into a dustbin.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rain water harvesting structures and utilization in the college campus-

At present there is no provision for rainwater harvesting in our college, this will be included in the future plans of the college. This project will contain stores of Distilled water which will be used in the practical labs and the rain water will be stored for watering the flowers, washing, cleaning campus. There are some infrastructural provisions in implementing this project in our college. This project will be implemented with the approval of Governing Body of our College in future.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Bilasipara College, a reputed institution in Bilasipara Sub-Division has always been in the limelight for its best practices in and outside the college vicinity. The institution has emphasized to maintain an eco-friendly atmosphere in order to save the ailing planet. It believes that our little effort could contribute a lot for the preservation of our surroundings, our environment.

The college family is larger one having about 3000 regular students and about 100 staff members both teaching and non-teaching. It has been advised to use bicycle while attending the college by the students and staff members instead of motor cars or motor bikes as the use of these could enhance the pollution level of the air. As the pollution increase it could give birth to some harmful diseases. Separate corner have been arranged for car, motorcycles and cycle parking inside the college campus.

Bilasipara College welcomes pedestrian friendly road. Walking is a good exercise. Coming to college on foot has always been welcome by the college authority. Hence, to the best of their capability the students and teachers are requested to visit the college on foot and that would contribute to promote a pollution free atmosphere in the college. In and around the college campus pedestrian friendly roads have been constructed for all the students, staff members and the visitors of the college.

The college authority has totally banned the use of plastics. The college campus has been declared Plastic Free. The use of plastic bags has significantly increased the pollution level in the atmosphere. Its impact is dangerous. The authority has taken it seriously and as a result the use of plastic bags has been discouraged.

The college has put great importance on online services. The staff members and students are encouraged to go for online services. Admission process, Form fill up, scholarship, etc. in most cases has been performed online. Even though it has not been covered totally under online system, yet an effort has been made to make the college office paperless. In this direction some success has been achieved as all the employees and students have tried their best to go for paperless transaction.

Every year on the occasion of World Environment Day (5th June) the institution endeavor to plant new trees in order to create a green landscape in the college vicinity. All the students and teachers are advised to plant trees. They are made aware of the importance of green plants and trees in this world in order to save the ozone layer. In order to get fresh oxygen and to lessen the carbon dioxide in the air the students and the staff members join hands and create awareness among the people inside and outside the college campus. "Plant trees, save trees and save our planet" has been the motto of the college family.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 1

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 1

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	0

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 41

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	15	3	7	6

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The college celebrates the following

Independence day	15/08/2017
Tithi of Sri Sri Sankardev	23/08/2017
Republic Day	26/01/2018

Independence Day	15/08/2016
Observation of Teacher's Day	05/09/2016
Republic Day & GU Foundation Day	26/01/2017
Fateha-E-Dowaz Daham	22/03/2017
Education Minister visit	26/03/2017
Observation of Namami Brahmaputa Festival	04/04/2017
Independence Day	15/08/2015
Republic day	26/01/2016
Independence Day	15/08/2014
Observation of Sadbhavana Divas	20/08/2014
Republic Day/GU Foundation Day	26/01/2015
Independence Day	15/08/2013
Republic Day/GU Foundation Day	26/01/2014

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

All the financial, academic, administrative and auxiliary processes in the college are undertaken in a manner that permits rigorous scrutiny from any branch of the society. Financial transactions are done through bank challan of Assam Co-operative Apex Bank LTD, Bilasipara Branch. Admission is an offline process and we are going to start online process which is strictly on the basis of merit in accordance to the government reservation policies. Results of examinations are regularly posted on the college notice board and corrected answer scripts are shown to students for any clarification. Recruitment of full time teachers falls under the purview of Director of Higher Education, Assam. Temporary, Contractual, part-time and Guest lecturers are selected by Governing Body of our college according to the need of the departments. Important notices regarding college are regularly posted in the college notice board and college website to ensure complete transparency in all its functioning.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best practice-I

1. Title of the practice: ICT as Teaching-learning Process

ICT was introduced in Bilasipara College during the academic session 2016-17.

- Objectives of the Practice:** ICT is seen as opening a thousand windows on the world. It provides us with an opportunity to connect and interact with the rest of the world. Up- gradation of knowledge capital by enhancing faculty competencies with the use of ICT for effective teaching-learning.

1. To develop digital and ICT enabled global teaching-learning process with our faculty as resource persons.
2. Taking the teaching-learning process out of the classroom and making it an anytime and anywhere exercise at learners' speed and convenience.

1. **The Context:** The use of ICT in the teaching-learning process I aimed at upgrading the teaching pedagogy in our college. This would not only make the teaching-learning process in the institution more exciting, but also enhance the teaching capabilities of teachers as facilitators of learning.
2. **The Practice:** The college authority has requested the teachers to adopt the use of audio-visual aids, slides, transparenc sheets power-point presentations. The use of these aids has helped making the teaching-learning process a two-way traffic. The college intends to make a gradual shift to the use of ICT tools and make teaching-learning a more exciting and profitable exercise.
3. **Evidence:** The use of ICT enriches the teachers and students for presenting papers in seminar, conferences, publications, workshop etc and contact with different types of social Medias. It also helps the teachers for their departmental works and personal research works.
4. **Problems:** In order to carry out the training of ICT as teaching and learning some problems come up. There is a problem of time management and grouping of teachers and students as because of the regular class routine.

Best practice-II

Departmental Academic Audit

1. Objectives of the Practice:

1. Departmental Academic Audit will help the peer team to understand the academic performance of the department concerned. It will help the peer team in connection with the assessment of the college.
2. To seek suggestion and recommendation from the panel to enhance the quality of education.
3. To acquaint with academic advancement.

2. Context:

In order to impart quality education to the students new measures and techniques are required. At the end of every academic year the departmental Academic Audit has been carried out to evaluate the performance of the college in academic and administration levels.

1. The Practice: The panel of the departmental Audit consists of the following:

1. Principal of the College
2. One senior Professor of other college and Head of the department and goes through the academic records of the department. The panel verifies the documentary evidence maintained by the department. The panel emphasises on the implementation and suggestions made by previous panel and also gives fresh suggestions.

1. **Evidence:** Departmental Academic Audit enriches the departmental profile and research activities get momentum like in ware M.R.P. publication, Presentation, Organization of National/International seminars/conference, etc.

The profile of individual teacher has also been enriched on account of the participation in the field of Art

and Culture, Sports and extension activities. On account of Departmental Academic Audit practice, the parameters like teaching, learning, evaluation and administration works of the department have become disciplined.

5. Problems: In order to carry out Departmental Academic Audit each of the departments needs clerical assistant and enhancement of its infrastructure.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Bilasipara College, Bilasipara, affiliated to Gauhati University, was established in the year 1960 with the vision to transform this institution into a centre of excellence of higher learning by continuously working toward making education socially relevant and meaningful. The college family believes that perfection is not a static point but continuous striving for what is best and excellent.

The chief mission of this institution is to improve human resource in this rural and economically backward region of the state. Its main goals and objectives are as under:

1. Imparting higher education in the fields of both Arts and Science to the youths of this locality.
2. Imparting job-oriented education through vocational/computer Courses of study.
3. Promoting, highlighting and preserving local culture and cultural stuff.
4. Inculcating moral and ethical values in students.
5. Addressing social needs and problems through extension service like organizing Awareness Camps, Free Medical Check-up Camps, Training Programmes, etc.
6. Preparing young minds who can transform knowledge/ideas into action.
7. Decolonizing the minds of the students by injecting in them a sense of national pride and national integrity.
8. Preparing the young minds for interaction with the rest of the world.
9. Looking for the best brains amongst the back benchers.

In achieving the aforesaid objectives the college has been successful to a great extent and that is evidenced by the achievements of its alumni

1. Eminent Painter Manju Das
2. Renowned Film Actress- Anusmiti Sarkar, Amio Sarkar, Jagadananda Barkalita, Bithika Chakraborty etc
3. Renowned singers- Anima Bhaisnab, Paporri Pathak, Prantosh karmakar, Hitesh Barua, Arindom Chakraborty, Surabhi Saha, Jayanti Ror, Bhola Ror, Abdul karim Khan etc.

4. Renowned News and TV Reporters: Moslem Uddin Ahmed, Bappa Sarkar, Aditya Ghosh, Dulal Roy, Debojit Neogi etc.
5. Famous Social Workers Arun Das, Dayal Paul, Ali Akbar Miah, Khalid Hussain, Gopal Das, etc.

Besides, many of our students have been employed in Public Administration, schools and colleges in the capacity of Superintendent of Police Aynal Hoque, Deputy Superintendent of Police Sofiqul Islam, Joint Secretary to the Govt. of Assam Indraboti Das, Prof. in Gauhati University Barun Saha---to name a few. Again some of them are working in our college in the capacity of Teachers and non-teaching staff members. To name a few- Ahmed Golam Shorowar, Atikur Rahman, Md. Nazir Hussain, Ruhul Kuddus Ahmed, Dipangshu chakraborty, Srikanta Barkalita, Iman Ali Sheikh, Ashok das, Jayanta Ghosh, Rofikul Isalm, Rupak Saha, Ratan Halder etc.

It is worthwhile to mention that teachers and students work with great honesty and dedication in order to reach out to the alumni residing across the globe and to involve them not only in academic arena but also other sphere of life.

Bilasipara College has always tried to create a bonding amongst the students, staff members and alumni of this institution.

In this era of ICT the staff members and students have got access to internet in erecting a bonding with the alumni and other social educationist. The bondage of human relationship is so strong that the past students of the college returned to their alma mater not only to celebrate their success but also to contribute at least something towards the all-round development of the incumbent students. They also share their prudent thoughts and expertise with the staff members and thereby refreshed them in the past. They have willingly contributed labour and expertise for the benefit of the entire college family. They have also extended their helping hands as and when the college family was in distress.

Each and every member of the college family has always tried to give their best in order to keep the college premises green, clean and beautiful. They have together strived to make their college an ideal destination-a temple of higher education. We are proud of our mission and vision "Transform this institution into a centre of excellence of higher education".

5. CONCLUSION

Additional Information :

The Librarian of the college Dr. Haricharan Das was recognized as one of the key environmentalists in India by Centre for Science and Environment, New Delhi. He is the Chief Editor of an environmental pamphlet entitled "Green Letter" (or Seuj Patrika) published by the college in collaboration with Aranya Suraksha Samiti, Assam. Known as the pioneer of Ethno-library Science, he is also the Chief Editor of an e-journal called Global Research Methodology Journal. He takes the leading role in the different environmental activities of the college such as cleanliness drives, plantation, gardening and beautification of college premises, etc.

The college tries to maintain a good rapport with the community surrounding it. Guardians, alumni members, local leaders and distinguished teachers and educationists of the locality are usually invited to attend academic, literary, cultural, environmental and social functions and awareness meets and events such as Extension lectures on Women Empowerment, Human Rights, Folk Literature, Folk Drama, Folk Songs, Small-scale industries, Loan Facilities, Environmental Pollution, Social Forestry, etc. The Department of Botany organizes Agricultural and Horticultural guidance and counseling for the benefit of the local farmers.

Concluding Remarks :

Bilasipara College has made great stride in the field of higher education. We are proud of the fact that this college has over the decades, produced hundreds of graduates who have been rendering yeomen services to the society and the state in different capacities and walks of life. We are taking vigorous steps for organizing Extension Education like Literacy Mission, Health Awareness Camp, Anti Aids and Extension Talks on preventing measures for child care, folk Culture etc. We have also decided to develop the infrastructure of the college as per need of modern age.

It would not be an exaggeration to say that Bilasipara College stands on a sound footing maintaining strict discipline, unity and harmony among the students and the staff. It tries to maintain a good rapport with the community surrounding it. It is also maintains connection with the guardians as well as alumni for enhancing the standard and quality of education. We may conclude that Bilasipara College is steadily heading towards becoming a centre of academic excellence.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.3.2	<p>Number of value added courses imparting transferable and life skills offered during the last five years</p> <p>1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years Answer before DVV Verification : 05 Answer after DVV Verification: 03</p>																				
1.4.1	<p>Structured feedback received from</p> <p>1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus- Semester wise/ year-wise Answer before DVV Verification : A.Any 4 of the above Answer After DVV Verification: A.Any 4 of the above</p>																				
2.3.3	<p>Ratio of students to mentor for academic and stress related issues</p> <p>2.3.3.1. Number of mentors Answer before DVV Verification : 45 Answer after DVV Verification: 45</p> <p>Remark : HEI input edited according to provided documents.</p>																				
2.4.3	<p>Teaching experience per full time teacher in number of years</p> <p>2.4.3.1. Total experience of full-time teachers Answer before DVV Verification : 34 years Answer after DVV Verification: 514 years</p>																				
3.4.2	<p>Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years</p> <p>3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>3</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : HEI input edited according to provided documents. This awards for institute only not for</p>	2017-18	2016-17	2015-16	2014-15	2013-14	1	3	1	1	1	2017-18	2016-17	2015-16	2014-15	2013-14	1	0	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	3	1	1	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	0	0	0	0																	

	individual.
4.2.3	<p>Does the institution have the following:</p> <ol style="list-style-type: none"> 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases <p>Answer before DVV Verification : D. Any 1 of the above Answer After DVV Verification: D. Any 1 of the above</p>
4.2.5	<p>Availability of remote access to e-resources of the library</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: Yes</p>
4.2.6	<p>Percentage per day usage of library by teachers and students</p> <p>4.2.6.1. Average number of teachers and students using library per day over last one year Answer before DVV Verification : 7 Answer after DVV Verification: 7</p> <p>Remark : HEI input edited according to provided documents.</p>
4.3.3	<p>Available bandwidth of internet connection in the Institution (Lease line)</p> <p>Answer before DVV Verification : 5-20 MBPS Answer After DVV Verification: 5-20 MBPS Remark : Documents uploaded.</p>
5.1.6	<p>The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: Yes Remark : HEI input edited according to provided information.</p>
7.1.11	<p>Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)</p> <p>7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years Answer before DVV Verification:</p>

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	0

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Answer before DVV Verification : Yes

Answer After DVV Verification: Yes

Remark : HEI input edited according to provided information.

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 03 Answer after DVV Verification : 149