SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

BIR LACHIT BORPHUKAN COLLEGE

NAMTIAL PATHER , P.O. SIVASAGAR
785640
www.blbcollege.org.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

August 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Bir Lachit Borphukan College has been an Arts College of co-education for more than four decades and was established in 1981. The college has been shifted to the present location at Namtial Pather, Sivasagar in 1999 and celebrated its Silver Jubilee in 2006. It has been imparting Three Year B.A. Programme in General Standard (from 1984-85 to 2018-19) with subjects in English, Assamese, Economics, Education, History, Political Science & Sociology. The College also started TDC B.A. in Major Standard with subjects: Assamese & Political Science (from 1999-2000 - continuing), Sociology (2000-2001 –continuing), Economics & English (2003-2004 –continuing), History & Education (2005-2006 –continuing) and PGDCA & IT (2016-2017 to 2021). In 2007, the college has been included under Section 2 (f) of UGC. The Post of 12 nos. of Asstt. Profs. have been provincialised by the Govt. of Assam in 2013 . The college obtained Permanent Affiliation from Dibrugarh University in 2015. The college has been declared fit to receive central assistance in terms of Rules framed under 12 (B) of the UGC Act, 1956 on 30/12/2015. In 2021, 8 nos. of Asstt. Professors have been provincialized leaving behind 9 nos of Asstt. Professors and 1 no. of Librarian as dropped ones.

Vision

Upliftment of slow learners and students from rural areas through basic and quality education. In the process, make the students self-reliant.

Mission

1. To impart basic higher education programmes and skill oriented programmes to slow learners and students from rural areas in all possible way.
2. To motivate the academic environment for promotion of quality teaching – learning and research in the college.
3. To enhance self – evaluation and accountability.
4. Involvement of stakeholders of the institution in decision making.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

• Rural Students and slow learners.

Poverty is one of the most critical and common problems of rural students. Faculties bring innovative teaching methods to bridge the gap of understanding and communication problems of slow learners. In addition, frequent interactions and mentoring have helped the rural students to become strength of the college.

College has been able to make slow learners strength of the college and it is evident in their progress report. College provides students with a quiet place to work to reduce distractions. Faculties often praise the students

by emphasizing their strengths and giving positive feedbacks. Further, faculties develop short lessons by limiting the working time to several short work periods rather than one long one.

• Supportive Educational Management.

The college management system is efficient enough to store data, maintain student profiles, analyze academic data, improve communication, and engage students.

The college has effectively created and maintained environments within educational institute that promote, support, and sustain effective teaching and learning,

• The alumni of the college are quite large. If they can be united with a mission effectively, the deficiencies of the college can be fulfilled easily.

Institutional Weakness

- Limitation in placements and job opportunities. College needs to include more skill oriented courses. Career Counseling Cell has to be more active. There is also need for vocational education in ODL / Blended / on – campus modular modes. Association with NSDC is the call of the hour.
- Non-provincialisation of a good number of teaching staff due to New Administrative Policy of the State Govt. This has caused classification among teaching staff and the administration faces difficulty while formulating a uniform policy.
- Very poor financial condition of the college for infrastructure development and extensional activities. College has to pay the salary of the non-provincialized staff from the fees collected from the students. In addition, State govt. has not refunded the complete fee waiver amount.
- Poor communication skill of the students in view of placements. College is not able to cope with the increasing demand of the communication skill as per requirement of the market.
- Inability to upgrade the library as state-of-the-art one due to paucity of fund.
- One of the major weaknesses is that the college is a single stream only.

Institutional Opportunity

- Sufficient space for development of physical infrastructure to fulfill various needs of the college. There is a plot of land for Girls' Hostel if Govt. allocates sufficient fund. Approx. 3 acres of land are lying unused which may be used for sports complex or may be used as a fishery for income generation.
- Infrastructure development for vocational courses beside the Boys' Hostel.
- Minimize drop out and failure rate by rigorous mentoring to the students. Increase in drop out and failure rate take place on account of non-availability of fee waiver by State Govt., if there is back log in the 1st semester. Awareness among students and parents of this danger can be created. Special care by the faculties can be taken to increase the attendance of slow learners in the class. In addition, enhancement in the number of remedial / tutorial / additional classes for the students whose academic progress are very poor. .
- Training of students in cricket and Gym by our collaborative partners, workshops on cultural activities by our expert students and alumni in music, dance and yoga.

Institutional Challenge

- The Introduction of CBCS has availed less choices in the curriculum than expected. Hence, there is a gradual fall in demand of general college seats.
- Introduction of 100% job oriented programmes.
- To match the rural and average students with global challenges.
- Holistic development of the student community as a whole.
- Provincialisation of all the staff.
- Inclusion of well qualified and competent faculties as the posts provincialized in 2013 and 2021 are Personal Posts. The posts will be abolished as soon as the person concerned retires and appointment of a new one will depend on the goodwill of the Govt.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Bir Lachit Borphukan College is an Affiliated College of Dibrugarh University, Assam. After the introduction of CBCS in 2019-20, the affiliating university can also make changes in 20% of the syllabus. The college has been trying to implement the curriculum as per provision. The college prepares an Academic calendar on its own by maintaining letter and spirit of the Calendar of the university. This is done to maintain the progress of the course transaction and development of co-curricular activities supplementing the successful execution of the class routine. College also prepares a prospectus every year by providing all necessary information about the college and maintains an up-to-date website representing the college in microcosm.

Our engagement with curricular aspects is mainly in implementation. Some of our faculty members have participated in assessment procedures and curriculum development . The college has initiated some certificate courses that are relevant to the emerging professional and the local needs. The CBCS Curriculum covers the areas of environmental education and value based education to inculcate positivity amongst the students . Apart from issues of diversity and academic flexibility, aspects on career orientation, multi-skill development, and feedback from stakeholders in a formal – informal manner regarding suitability of the curriculum have been taken care of by the college. IQAC and Academic Committee plan seminars, group discussions, etc. in addition to the prescribed ones for internal assessment as per direction of the university. Further, the committees monitor classroom interaction; record of daily classes by the faculties in Teacher's Diary, Lesson Plan prepared by faculties and also at times, attendance register of students. Distribution of syllabus, monitoring of course progress and analysis of results are vested with Academic Committee under the supervision of IQAC.

IQAC with the help of Academic Committee assess learning, evaluative processes and reforms, and the efficiency and effectiveness of the system. Grievances related to the Internal, Sessional, Home Assignments' grading are subjected to the scrutiny of the Academic and Examination Committee. Thus, the college ensures effective curriculum delivery through a well-planned and documented process.

Teaching-learning and Evaluation

At the beginning of the every academic year, an induction programme is held centrally and then department-wise to motivate the students by making them aware of facilities in the college and the outcome of the programmes and the courses. The college tries to bridge the knowledge gap of the enrolled students by Bridge /

Remedial / Tutorial/ additional classes, etc. to enable them to cope with the programmes of their choice.

College sensitizes its staff and students on issues such as gender, equality, environment etc. through celebration and observation of national / international events. The affiliating university has also included the above issues in the CBCS Curriculum The college is encouraging the faculties to master ICT skills and also to utilize ICT enabled tools to improve teaching and learning.

College practices a teaching methodology which paves the way for the students to be an active recipient. Stake holders are also engaged to boost the morale of the students. Students vary in their ability to understand and so, uniform learning outcome is not possible and that too in a teacher centric class. Group discussions, debates ,seminars, participation in seminars organized by college or other Institutions, Audio- Visual methodology, Youtube , various online resources and Field Work are some of the means utilized by the Departments to provide experiential and participative learning.

To identify slow and advanced learners, the college satisfies its measurement on its own after successive Class tests, Unit Tests, Sessional Examinations, and Assignments like Seminar Papers, Presentation/viva voce /Group discussion and Class Interactions etc. Skill developments Certificate Courses are introduced in the college to improve the employability of students. Students mentoring system has also contributed a lot in maintaining a congenial socio – psychological bond among students, teachers and parents.

At the college level, adequate measures are taken to ensure that the evaluation is objective and systematic. Two sessional examinations are held in each semester apart from semester exams. An efficient and transparent mechanism has been developed at the College to deal with examination related grievances.

Research, Innovations and Extension

College has been able to create a suitable atmosphere for research, innovation and extension activities. Faculties have started obtaining Ph.D. and M.Phil. Degrees. There are 4 more who have already registered themselves in PH.D.   Under the initiative of IQAC, college has organized webinars/ seminars, workshops and Guest Lectures. College management never discourages anyone to get sabbatical leave. Faculties also publish articles and books. College has organized Faculty Development Programmes , Motivational Speeches in YouTube , Professional Development Workshop for Teaching & Non- teaching Staff using ICT , Role of ICT in Examination Management System for Students, Use of ICT for Teaching and Office Automation , Use of ICT for Teaching and Office Automation ,etc. The library is automated with SOUL 3.0 Version developed by INFLIBNET Centre (An Inter University Centre) Ahmedabad. The College Library is globally connected through Internet connectivity. The Digital Library and Institutional Repository are started with DSpace. The library has DELNET, NDLI and N-LIST membership ("National Library and Information Services infrastructure for Scholarly Content) through which the users can access freely world's authentic scholarly journals and e-books.

The college always motivates teachers to excel in academic and extra academic fields. It has become a tradition for NSS, NCC and Women Cell to hold programmes on Health Awareness Camps, Plantation, Cleanliness Drive in nearby areas, AIDS Awareness Camp, Covid awareness Programmes, Covid Vaccination, Adhar Card Registration, Distribution masks & sanitizers, etc.

Quite a good number of MOUs have been signed with reputed institutions and collaborative works are in progress.

Infrastructure and Learning Resources

Facilities in college are limited due to dearth of fund. But the college takes utmost care for optimum use of facilities available in the college among students, teachers and staff. There has been almost 5.5 acre of land in possession of the college: more than 1 acre in the main campus, less than 1 acre for the Hostel leaving more than 3 acres for future development as per Master Plan of the college. Our college has not been able to keep separate provision for expenditure annually because salary expenditure on non-provincialised faculties have been quite huge. Whatever the college can save or arrange through various means either by means of grant / financial aid in terms of cash or kind: the college has not been stagnant in its development for effective ambience of curricular, extra- curricular and administrative activities.

The library is automated with SOUL 3.0 Version. The College Library is globally connected through Internet connectivity. . The Digital Library and Institutional Repository are started with DSpace. The library has DELNET, NDLI and N-LIST membership.

The college adopts policies and strategies for adequate technology deployment and maintenance despite its limited fund. The ICT facilities and other learning resources are adequately available in the college for academic purpose within its capacity. A good numbers of staff and students have access to technology and information retrieval on current and relevant issues. The college deploys and employs ICTs for academic and administrative purposes in its limited space only.

For regular updating of the infrastructure facilities, the college at times unable to bear the burden of expenses. However, the college keeps on promoting the optimum use of the facilities available in the college.

Student Support and Progression

The college facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities. Students are engaged in various co-curricular and extra-curricular activities such as conduct of fresher ' social, college week, celebration of festivals, national and international days, participation of college students in inter-college events and many others. Some of the students are active members of majority of the In-house committees. The IQAC, the academic departments and concerned committees take initiatives for organizing various activities for capacity building and skill enhancement programs. Career Guidance Cell is quite active in its objective. Successfully held various counseling programmes and outcome of them is reflected in placement of outgoing students. BLB College Alumni Association (BLBCAA) is quite active and their contribution is praiseworthy. Whatsapp groups have been formed for updated information, notices and programmes. The Alumni Association built the statue of Bir Lachit Borphukan in the college campus and has taken some measure for infrastructural development. A good number of alumni have occupied prominent positions in ONGCL, OIL and State Govt. Some are quite successful in entrepreneurial activities. To our surprise, the BLBCAA has been trying to register the Society for last one year but red -tapism has put a stop on that.

The College has a Grievance Redressal Cell. It has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases. RTI Cell is also active with its statutory regulations. Students have been made aware of the strict anti-ragging policy practices in the college. There has been

adequate and pure drinking water facilities are available in the college. Regarding Medical facilities, Pragati Hospital and Research Centre is not even 500 meters away from the College. Most of the Hospitals and Nursing Homes of the Town in a radius of 1 KM only. However, College has all the facilities for First-Aid.

The college has been following the state govt. initiatives for free admission to students belonging to Below Poverty Line. In addition, SC / ST /OBC scholarship is given to the deserving candidates by Central / State Govt.

Governance, Leadership and Management

Striving to achieve the goals of the college as guided by its vision and mission statement, College primarily focuses on improvement of quality education with special emphasis on slow learners, economically backward and rural students. For this end, the college maintains an open and interactive environment. All stakeholders are engaged in governance either directly or indirectly.

The organogram and guidelines of various bodies depict how the college adapts and responds to changing academic, administrative and social environment. Paucity of fund is always a hindrance but the college does not lag behind to cope with the pace of time in terms of infrastructure and modern amenities.

Bir Lachit Borphukan College has its long and short term goals for infrastructural development, and its master plan envisages that only. The collegepractices in de-centralization of powers and functions to develop a participatory management system. In this direction , various bodies, cells and committees are formed taking members from teaching, non-teaching staff, parents, students, alumni and community.

The Institution has a transparent and well planned financial management system in which Government is the main source of fund. The accounts for all the grants and funds sanctioned by the Government /UGC are initially submitted to an external Chartered Accountant.

There are regular meetings of the Staff members, teaching and non- teaching staff, to discuss academic and administrative matters. The IQAC meets regularly to take stock of the programmes and gives guidelines to the departments for the implementation of plans for holistic developments of the students and instructs the concerned In-house Committees for all round development of the college. Feedback is collected, analyzed and Action Taken Reports are prepared annually from different stake holders from time to time under the initiative of IQAC. The college takes academic audit of each department and various committees through IQAC to increase and maintain the quality of education. The IQAC also initiates various green practices to maintain eco-friendly college campus. The use of ICT tools has become an integral part in teaching -learning process. IQAC always encourages teachers to utilize these tools in classroom teaching ..

Institutional Values and Best Practices

The College being a co-educational institution has maintained an ambience which is congenial in terms of gender equity. The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste and religion are studying without any discrimination. Though the institution has diverse socio-cultural and linguistic background, college does not have any intolerance towards cultural, linguistic, communal socio economic and other diversities. Among the best practices, the following may be noted: (a) Planting of saplings by fresher every year. (b) Shedding light on the glorious activities of

Lachit Borphukan in the campus once in a month.

College has a place on its campus where the solid wastes materials are disposed. There are not much waste in the college. The waste water is carried out through the canal. Biomedical Waste Management- There is no biomedical waste management system as the .college does not have any biomedical waste. E-waste management: College dumps its E-waste where Municipal Board dumps the waste of the Town. The college has taken initiatives for water conservation strategies, Rain water harvesting etc. The Institution has a prescribed code of conduct for students, teachers, administrators and other staffs. The following may be noted as institutional distinctiveness: "IF A DAUGHTER IS EDUCATED, IT IS EQUIVALENT TO AN EDUCATIONAL INSTITUTION" Backward Area of Nawjan Area: Motivating Parents for encouraging their daughters to pursue primary to higher education.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BIR LACHIT BORPHUKAN COLLEGE
Address	NAMTIAL PATHER , P.O. SIVASAGAR
City	SIVASAGAR
State	Assam
Pin	785640
Website	www.blbcollege.org.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	Dipali Neog	03772-9957944624	9957944624	-	blbcollege2015@gmail.com
IQAC / CIQA coordinator	Chandrajyoti Boruah	-	8133002657	-	kajucjb10@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 minroity institution	No

Establishment Details	
Date of establishment of the college	14-09-1981

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Assam	Dibrugarh University	[View Document](#)

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	16-05-2007	[View Document](#)
12B of UGC	30-12-2015	[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

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	NAMTIAL PATHER , P.O. SIVASAGAR	Rural	5.5	1719.642

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,Assamese	36	HSSLC	Assamese	85	74
UG	BA,English	36	HSSLC	English	23	16
UG	BA,Econmics	36	HSSLC	English,English + Assamese	46	44
UG	BA,History	36	HSSLC	English + Assamese	85	71
UG	BA,Political Science	36	HSSLC	English + Assamese	85	77
UG	BA,Sociology	36	HSSLC	English + Assamese	85	85
UG	BA,Education	36	HSSLC	English + Assamese	88	86

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				0				20
Recruited	0	0	0	0	0	0	0	0	11	9	0	20
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				9
Recruited	0	0	0	0	0	0	0	0	5	4	0	9
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				12
Recruited	8	4	0	12
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	1	1	0	2
Yet to Recruit				0

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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			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	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	3	5	0	8
PG	0	0	0	0	0	0	12	7	0	19
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	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	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	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	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	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	473	0	0	0	473
	Female	308	0	0	0	308
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	46	69	33	45
	Female	27	30	57	30
	Others	0	0	0	0
ST	Male	78	84	77	49
	Female	58	61	65	50
	Others	0	0	0	0
OBC	Male	176	253	253	152
	Female	123	143	148	79
	Others	0	0	0	0
General	Male	76	86	80	228
	Female	55	45	57	148
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		639	771	770	781

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The vision of the college is Upliftment of slow learners and students from rural areas through basic and quality education. In the process, make the students self-reliant. To achieve its goal , college has

	to transform itself into a holistic multidisciplinary institution . But the programmes to be upgraded by the affiliating university and the Govt. has to fulfill the dire needs. Govt. of Assam has taken initiative towards integration of humanities and science in HEIs . Our college applied for the science stream as soon as state govt. asked to apply . But reasons unknown to us, our college has not been granted the science stream. College has introduced CBCS since 2019. The curriculum offered by the affiliating university covers projects in the areas of community engagement and service , environmental education , and value -based towards the attainment of a holistic and multidisciplinary education. But to materialize them , college needs support from outside. Regarding multidisciplinary flexible curriculum , college has to to look forward to the initiative taken or implementation of the same by the affiliating university. As soon as the affiliating university and government create an environment and provide facilities to engage ourselves in more multidisciplinary research endeavors to find solutions to society's most pressing issues and challenges , the question of lagging behind in those areas do not arise.
2. Academic bank of credits (ABC):	College will initiate the process to register the Institution on ABCs as soon as A&A process by NAAC is over. Right now, college can not permit its learners to avail the benefit of multiple entries and exit during the chosen programme unless affiliating university initiates the process. College has initiated collaboration with nearby HEIs . For internationalization of education , joint degrees between Indian and foreign institutions ,and to enable credit transfer : college is fully dependent on affiliating university . Our college is affiliated to Dibrugarh University and can not design our own curriculum. However , faculties are encouraged to innovate / create suitable method of teaching within the approved framework .
3. Skill development:	College has introduced certificate courses in Art and Craft , Food Preservation , Weaving , Soft Skill , Beautician ,etc. to improve the employability of the students . However, the syllabus need improvement and faculties need training to be in alignment with alignment with National Skills Qualifications Framework. College needs more recognized / reputed vocational courses. Affiliating university has

	prescribed in its CBCS undergraduate curriculum value based education to inculcate positivity amongst the learners . College has implemented credit structure with the introduction of CBCS but the design has been done by the affiliating university . Crafts persons inside and outside the college have been engaged in its capacity , but the college is not a position to engage industry veterans yet due to some legitimate problems. College has been a study Centre of KKHSOU and DODL , Dibrugarh University but has not yet offered vocational education in ODL / blended / on - campus modular modes . Association with NSDC yet to initiate and skilling courses are to be planned through online and / or distant mode.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	College has been teaching Assamese language and the affiliating university has integrated Indian Knowledge system almost in all the seven programmes run by the college. Blended mode of teaching was in vogue during the Covid-19 pandemic and now, college tries in its capacity to improve the Dspace of the Library. Except , B.A. (English) , all the six programmes run by the college are taught in bilingual mode. College offers undergraduate Honours courses in Assamese , English , Economics , History , Education , Sociology and Political Science. English is only not taught in bilingual mode . College can take measures to preserve and promote Mishing ,Sanskrit , Pali and Pakrit . Library is preserving some rare books its limited capacity . College has been planning to practice : a) To teach " Purba-ranga" . b)Training on "Bihu Dance" . c) To train on " Satria Nitya".
5. Focus on Outcome based education (OBE):	College can not transform its curriculum . With the introduction CBCS , the university has transformed its curriculum towards OBE. College has made its efforts to capture Ability Enhancement Courses , Discipline Specific Electives , Generic Electives which are primarily OBE .
6. Distance education/online education:	There are possibilities in the college for offering vocational courses through ODL mode. This can be presumed from the enhancement in enrolment in KKHSOU and DODL. College has been using technological tools for teaching and learning . But they are not enough . College needs to train the faculties more and more about the state-of-the-art technologies used in teaching and learning . In

	addition, tools available in the college are not sufficient. Govt. needs to come forward with a systematic way to provide them as per need and use.

Extended Profile

1 Program

1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
151	151	140	140	140

File Description	Document
Institutional data in prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
7	7	8	8	8

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
781	730	786	654	884

File Description	Document
Institutional data in prescribed format	View Document

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
168	168	168	168	168

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
131	242	217	212	123

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
20	12	12	12	12

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
20	12	12	12	12

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 11

4.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
61.73	22.83	90.49	79.87	13.35

4.3

Number of Computers

Response: 45

4.4

Total number of computers in the campus for academic purpose

Response: 30

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:

Bir Lachit Borphukan College is affiliated to Dibrugarh University and the College follows the curriculum prescribed by the University . The affiliating university prepares the academic calendar and the college also prepares one by maintaining letter and spirit of the university . Each department is given freedom to prepare an Action Plan of its own to suit holistic developments of the students.

The IQAC keeping Principal as its Chairman conducts meetings with Academic Commitee and Examination Committee to develop strategies for effective implementation of the curriculum prior to the commencement of the semesters. Each Head of the Department (HOD) is directed to prepare the following with faculty members of the department before the commencement of odd and even semesters:

1. An action plan
2. Departmental Class routine for effective delivery of the curriculum.
3. Lesson plan
4. Plans for improving the classroom presentation by various methods .

The Teacher's Diary recorded by each faculty is submitted to the concerned HOD at the end of each day and is subjected to the endorsement by the Principal or IQAC Co-ordinator every month. The IQAC , Academic Committee and HODs of each department monitor the academic activities on a regular basis to ensure the execution of the timetable , action plan and effective delivery of the curriculum. Afterall, the machineries of the College as a whole is committed to effective delivery of curriculum in a planned way.

For learning outcome, feedback is taken from students , alumni , teachers, employees and Parents. For effective implementation of the curriculum, importance is paid for interactive sessions in the class, class tests, home assignments, remedial classes, special lectures, Intra and inter departmental seminars, group discussions, Course specific Field works etc. . The college dedicates itself to provide maximum benefits to its students through effective use of ICT tools by teachers and effective use of library facility. An attendance register of ICT Classroom is maintained and each faculty is suggested to keep a record of their classes. Faculties engage themselves in ICT workshops frequently for state –of –the-art educational technologies.

Students are encouraged to avail library facility. The teaching community guides the students for educational materials in various websites and field visits. The library organizes orientation / induction programmes for students to make them aware of materials / facilities available in DELNET/ Dspace/ E-journals/ N-list , etc. Students are also encouraged to enhance their frequency of visit to the library. Above all, the college ensures effective curriculum delivery through a well planned and documented process .

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Online classes in 2020 was not that much fruitful but this year ,i.e., in 2021, various whatsapp groups have been created and teachers are devoted to motivate the students to attend online classes and complete the syllabus. The majority of the students are from rural areas and they are not interested in online classes .It is good that Govt. of Assam has gradually allowed to run the offline classes in September – October' 2021 after maintaining the Covid protocol. But the usual process is as the following :

An academic calendar is prepared by maintaining the letter and spirit of the calendar of the affiliating university. Strict compliance to the Academic calendar prescribed by the university is maintained while covering plans for curricular and co-curricular activities. In addition, each department also prepares an Action Plan of the Deaprtment emphasizing continuous internal evaluation and holistic developments of the students. The College conducts semester examinations as directed by the University.

The Academedic Committee takes into account the requirements of the HEI by the University, the State and Central Government. Compensatory measures are taken by the committee for the the loss of time-schedule on account of unsolicited holidays like "Bandhs" declared by various organisations now and then in Assam . The Covid-19 Pandemic has been a major cause of concern . The Academedic Committee & Examination Committee have left no stone unturned to continue with the evaluation of the students with the available working days permitted by the Govt. of Assam and the affiliating University.

Academic calendar of the college comes into force only after approval of the Academic Committee. The academic calendar is then printed on the Prospectus , displayed in the notice board and uploaded in the website of the college before the commencement of the academic year. The timely reminders about various activities of the college have been uploaded in website , given from time to time through notices , Whatsapp messages in Departmental groups since 2021.

The question paper for every internal exam is prepared by the respective departments and forwarded to the examination committee. The examination committee prepares for the exams on the scheduled dates, allocates invigilation duties, prepares required number of question papers and procures necessary materials for the conduct of exams in various class rooms. The duty list and exam timetable is notified and distributed for the smooth conduct of the exams. The marked answer scripts are returned to the students and consolidated mark sheets are recorded to assess progess of the students. During the Open Book Examination (OBE) in 2021 , the above procedure is not followed . Following the guidelines of Dibrugarh University, the examinations were conducted by the college. Otherwise, IQAC with the help of Academic Committee assess : learning , evaluative processes and reforms ; the efficiency and effectiveness of the system. Grievances related to the Internal, Sessional, Home Assignments' grading are subjected to the scrutiny of the Academic and Examination Committee.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View Document](#)

1.2 Academic Flexibility

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

Response: 100

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

Response: 7

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	[View Document](#)
Institutional data in prescribed format	[View Document](#)

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 21

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
5	6	6	2	2

File Description	Document
Institutional data in prescribed format	[View Document](#)
Brochure or any other document relating to Add on /Certificate programs	[View Document](#)
Any additional information	[View Document](#)

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

Response: 37.55

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

2020-21	2019-20	2018-19	2017-18	2016-17
365	312	500	115	151

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

Bir Lachit Borphukan College is affiliated to Dibrugarh University and the the affiliating university prepares the curriculum . College has successfully incorporated the Environmental Studies in Under Graduate Programmes as per the syllabus. The university integrates issues relevant to Professional Ethics, Gender and Human Values into the Curriculum . The college implements them in letter and spirit.

Sociology:

Family and Intimacy surely throws light on Human Values and Gender related issues. Gender and Violence are included as Generic Elective.

In Sociology of Gender : It interrogates the categories of gender, sex, and sexuality. Societies in North East India also throws light on gender inequality in North –East India. Environmental Sociology has been introduced as a compulsory paper.

EDUCATION:

Guidance And Counselling : Ethics in guidance and Counselling is related to moral, values and psychological consideration.

Value Education : Ethics and value education is oriented into nurturing respectful attitude toward others (both individuals and communities alike) and putting one's beliefs, attitudes, and values into practice.

Educational Administration and Management : Ethics in Education are important because they assist to run the system smoothly.

Mental Health Issues : Mental disorders, health inequalities and ethics: A global perspective.

Gender and Education

Techniques of Teaching describes the role of teacher at different phases of teaching

Teaching Practice : It can lead how one can teach good moral values to students at an early age.

Educational Technology : The major ethical or moral issues in technology include ethical dilemmas, health issues, job displacement, and gender.

Human Rights Education relates to human values and is a participative and adaptable approach.. Teachers are critical facilitators of learning, and crucial to transmitting and fostering social values.

POLITICAL SCIENCE :

Nationalism in India : It can be said ethical because :

--harmony and unity of society
--acts as a binding tool for people
--as a plank for conflict resolution and shared vision for society
--value addition for humanity

Feminism: Theory and Practice thows light on Gender issues.

Gandhi and the Contemporary World. .

Similarly GE-3A in 3rd Semester : Understanding Ambedkar : His slogan "Educate, Unite, Agitate" elucidates the objective of the paper.

ENGLISH :

Academic Writing and Composition deals in ethics of writing .

Media and Communication Skills deal in Media ethics .

Contemporary India: Women and Empowerment potrays gender related issues.

English Language Teaching (ELT) is a training and professional ethics if followed in letter and spirit, it can bring good results.

Soft Skills : a close link between business and Ethics

.Creative Writing : Anyone who engages in creative writing, no matter the genre or style, helps us explore the human experience, share new ideas, and advocate for a better society.

 Business Communication : Ethical issues of business communication is the way by which individuals or groups of people exchange information between them.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View Document](#)

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0.69

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
Institutional data in prescribed format	[View Document](#)

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 3.33

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 26

File Description	Document
Institutional data in prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: A. All of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 87.78

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
453	378	408	267	469

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
450	450	450	450	450

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 95.12

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
144	168	168	151	168

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.2 Catering to Student Diversity

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

Response:

During Covid pandemic in 2020 & 2021 , nothing much could be done for assessing the learning levels of the students. Open Book Examination was held in the college as per instruction of the university. However, offline classes have started since October'2021 after maintaining Covid protocol.

The learners better than the average can not be assessed only on the basis of their past academic record (Class-X & XII) . Hence, the college satisfies its measurement on its own after successive Class tests , Unit Tests , Sessional Examinations , Assignments like Seminar Papers , Presentation/viva voce/Group discussion and Class Interactions etc. From the above, the departments classify the students as advanced and slow learners.

Usually, the college and departments of the college organize induction programmes. The programs help the students to get familiarized with the college, curricular (Program Outcomes, Course Outcomes and Program Specific Outcomes) and co-curricular activities, facilities, rules and regulations etc. In order to motivate both the slow and advanced learners, seminars / webinars are organized to enhance their skills. Skill development Certificate Courses are introduced in the college to improve the employability of the students.

The following measures are taken group-wise :

Process to encourage an advanced learner:

1. Mentoring as and when required apart from scheduled ones.
2. Meet the better than the average ones frequently and counsel them about better career opportunities.
3. Special classes whenever required.
4. Encourage for scholarship
5. Additional library books
6. Guidance by the librarian to online resources in the library.
7. Special emphasis on Communication skills, personality development and motivational sessions

Strategies for Slow Learners :

1. Compensatory teaching
2. Remedial / Bridge / additional classes.
3. Frequently changing teaching techniques in the classroom
4. Encouraging better ones to teach classmates what they understand.
5. Creating an environment to articulate orally in the class &

encouraging the students for active classroom participation

1. Teaching learning skills such as note-taking, outlining, and active listening

2. Mentoring frequently.
3. Encouraging them to spend more time on reading in libraries outside the class hours
4. Additional learning opportunities though online sources like Youtube, Whatsapp, etc.

To be frank, the college encounters only a few learners better than the average. Hence, the question of making a different group or special programmes does not arise. This will rather create divisions and frustration among students. Ofcourse, the college is delighted to receive the advanced learners .

Irrespective of slow and advanced learners, Honours classes except english are taught in bothe assamese and english medium sothat the subject matter donot remain as an abracadabra to them. They enjoy all the facilities provided by the college as whole.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 39.05

File Description	Document
Any additional information	[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:

College tries to practice a methodology which paves the way for the students to be an active participant in teaching - learning. Stake holders are also engaged to boost the morale of the students. Students vary in their ability to understand and so, uniform learning outcome is not possible . Faculties at their level best try to deviate from teacher centric class.

College preapares course objectives, programme specific objectives and programme outcomes in line with syllabus offered by Dibrugarh University. This surely enables the students for self-assessment as per aims and objectives of the course. Feedback on the curriculum and teachers offer an opportunity to recognize the empty space so that corrective measures can be addressed to the affiliating universty.

To make the teaching - learning student centric, the teachers have adopted the following:

- Interactive session with the students, home assignments and provide study materials if required.

- Intra and inter departmental / college seminars, group discussions, etc. to encourage participation .

- Encourage to write for wall / college magazines and to publish articles in magazines to develop creative writing .

- Exposure to digital class rooms.

- Field study / Project Work (Subject specific), engagement of students in disaster management events and social awareness programmes.

- Teachers are encouraged to present important chapters / topics using power point and reputed you tube channels.

- Library with latest text books, journals , magazines and sufficient reference books , e-resources, N-List etc.

- Team building and extension activities organised by NSS Unit and Women Cell.

- Inter-college competitions, workshops, seminars and conferences are conducted involving students to give them an exposure and enhance leadership qualities.

- College Week and various events are organized for active participation of students.

Internal assessments are planned and transparent. They are given to the students to work independently. Written Assignments are to be submitted by students which , in turn, enhance confidence, writing skills and develop an interest in research activities. Seminars help students to overcome their fear of facing public and develop eloquence. Ability Enhancement, Generic and Skill Enhancement courses are offered to provide and prepare students for life. Students' participation in various In-house committees/ cells like Internal Quaity Assurance Cell, Grievance Redressal Cell, etc. help them to improve their decision making process and maintain transparency apart from inculcating a sense of responsibility in them.

File Description	Document
Upload any additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

The college is aware of the importance of ICT enabled tools for effective teaching –learning process. Within its limited resource , the college is encouraging the faculties to master ICT skills and also to utilize ICT enabled tools to improve teaching and learning. Now, faculty members are in a position to blend traditional mode of teaching with Information and Communication Technology (ICT) to support , enhance and optimize delivery of education.

ICT Tools :

Desktop and Laptops : Arranged at Computer Lab and ICT Class rooms

Printers : Installed at places of requirement.

Projectors : 03 nos.

Scanners : Multifunction printers are available.

Photocopier machines : Multifunction printers with photocopiers and 01 no. only for photocopy.

ICT Classroom : 03 nos.

Auditorium : Construction of state-of-the-art auditorium is going on.

Digital Library Resources : DELNET , INFLIBNET , N-LIST , etc.

Use of ICT by Faculty :

1.Whatsapp , Google meet classes .

2.Video Conferencing : Students are counseled through whatsapp, Google meet applications.

3. Power Point presentations : Faculties have been using Power Point presentations in their teaching by the application of projectors.

4. Workshops : Faculties use various ICT tools for conducting or presenting in workshops.

5.All the faculties use Cisco, Webex, Zoom like interactive and collaborative methods for webinars , workshops and Faculty Developmet Programmes.

6. Faculties and students are encouraged to enroll for E-learning courses like MOOC and Swayam to cope with updated technologies.

7.All the departments join / conduct webinars on the new developments and latest issues in the core subjects for effective teaching and learning. The ICT department conducts online activities.

8. Teaching learning material development , selection and use :

The college has a library with thousand of books on various subjects. The teaching fraternity attends / organises seminars , workshops and conferences which help the faculty members and students. Computer training programmes are held for the teaching and the non-teaching staff. Besides , most of the faculty members attend Refresher Courses , Orientation Programmes and Short Term Courses organised by UGC and ASC of different Universities to ensure up-gradation in their respective domain.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 39:1

2.3.3.1 **Number of mentors** ?????????????? ???????

Response: 20

File Description	Document
Mentor/mentee ratio	[View Document](#)
Circulars pertaining to assigning mentors to mentees	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
List of the faculty members authenticated by the Head of HEI	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 2.67

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	1	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

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

Response: 31

2.4.3.1 **Total experience of full-time teachers**

Response: 620

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Structure of Internal assessment as per the direction of the affiliating university :

In-semester Assessment: Marks 20

A. Sessional Activities: Marks 5

B. Sessional Test Marks: 10

C. Attendance: Marks 5

Apart from all the above,at the end of every chapter of the syllabus, concerned departments hold class tests, Group Discussions, home assignments and evaluation of the students through verbal question - answer in the class The question paper for every internal exam is prepared by the concerned faculty in charge and approved by the HOD and forwarded to the examination committee. The examination committee confers the responsibility to a sub-committee . The sub Committee prepares for the exams on the scheduled dates, prepares required number of question papers and procures necessary materials for the conduct of exams in various class rooms. The exam timetable is published and distributed for the smooth conduct of the exams. These aim to enhance the efficiency level of the students . Students are encouraged to present seminars, participate in group discussions etc..

Two sessional examinations are held in each semester apart from final semester exams. The answer scripts are evaluated by the facuties and they are presented before the students . If the answer scripts need any correction / explanation , the class teacher does it in front of the students.

 An efficient and transparent mechanism has been developed at the Collegeto deal with examination related grievances. Adequate measures are taken to ensure that the evaluation is objective and systematic. Examination Committee , Academic Committee and IQAC sit together for an amicable solution if there is an anomaly of serious concern.

Evaluation of end semester examination is usually held in the semester breaks at Zones as per direction of Dibrugarh University and faculty members participate in the evaluation process as examiner , scrutinizer , head examiner etc. if and when appointed by the university.

During 2020-2021, the college has not devoted much on internal assessment . In the initial months of Covid Pandemic, the teachers tried only to enhance the attendance of the students in online classes but there were a lot of genuine problems on the part of rural students for not attending classes.

The college conducted end semester examinations in OBE (Open Book Examination) in 2020. Question papers are supplied by the university and the examination committee distributed them in whatsapp groups. The teachers of the departments submitted the consolidated marksheets after evaluation to the Examination Committee. The Committee then submitted the marks against each student online to the Dibrugarh University for necessary action.

File Description	Document
Any additional information	[View Document](#)

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

Response:

The mechanism of evaluation system are divided into two categories:

1. At the Univerity level
2. At the college level

The university has its well defined system to deal with examination related grievances. For grievance redressal , everything is in the website of Dibrugarh University.

At the college level, The students are made aware of the following programme structure :

CREDIT ADD-UP

Ø Core: 70 credits

Ø Discipline Specific Elective: = 24 credits

Ø Generic Elective: =24 credits

Ø Ability Enhancement Compulsory Course= 8 credits

Ø Skill Enhancement Course: = 8 credits

Total: 148 credits (27 courses)

Marks add-up

Ø Core courses: 1400 marks

Ø Discipline Specific Elective: 400 marks

Ø Generic Elective: 400 marks

Ø Ability Enhancement Compulsory Course: 200 marks

Ø Skill Enhancement Course: 200 marks

_____

Total: 2600 marks

Adequate measures are taken to ensure that the evaluation is transparent and systematic. Two sessional examinations are held in each semester apart from semester exams. The answer scripts are evaluated by the facuties within the stipulated time period as determined by Academic and Examination Committee. After evaluation , the answer scripts are distributed to the students in the college . An efficient and transparent mechanism has been developed at the College to deal with examination related grievances. Any grievance relating to evaluation is addressed to the concerned faculty who evaluated the answer script. The teacher tries to solve the problem after correction , if any. If the student is not satisfied and still complains , the matter is forwarded to the examination committee .Examination Committee , Academic Committee and IQAC sit for an amicable solution if there is an anomaly of serious concern. At the same time, students are encouraged to examine their evaluated answer scripts.

The question paper for every internal exam is prepared by the concerned faculty in charge and forwarded to the examination committee. The examination committee confers the responsibility to a sub-committee . The sub Committee prepares for the exams on the scheduled dates, prepares required number of question papers and procures for conduct of exams. The exam timetable is published and distributed for the smooth conduct of the exams. The evaluated answer scripts are returned to the students and consolidated mark sheets are recorded. The classrooms, where examinations are conducted , are under CCTV surveillance. The answer scripts returned to the students are subjected to re-checking, if necessary so that the evaluation process is transparent . The teachers discuss the question papers and their subsequent answers after distribution of answer scripts. This strategy acts as a remedial measure for their future examinations. A record of the absentees are kept and parents are informed regarding their absence. A reminder is sent to the students to reappear in the date fixed by the college for internal examination / sessional tests and the same is forwarded to their parents. The eligibility criteria for the final examinations are made clear to students at the beginning of the semester and the evaluation process is reviewed in the joint sittings of Examination Committee , Academic Committee and IQAC.

2.6 Student Performance and Learning Outcomes

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

Response:

Bir Lachit Borphukan College follows the curriculum prescribed by the affiliating University. The Programme Outcome , Programme Specific Outcome and Course Outcomes are uploaded in the website of the college. Students are also made aware of them in the Common Induction Programme and Departmental Induction Programmes at the beginning of the Academic session. However, students are made conscious of COs, POs and PSOs by all the departments when a new topic / chapter begins with a view to enlighten their area of interest. All arts graduates at the time of graduation will be able to think critically, communicate effectively, elicit views of others, mediate disagreements and help to reach conclusions in group settings. In addition , they will be a responsible citizen and understand the issues of environmental contexts and sustainable development . A graduate surely acquires the ability to engage in independent and life-long learning in the context of socio-technological changes . Students have frequently been oriented by the concerned departments with the following :

B.A. Assamese enhances understanding assamese literature, language and culture , develop skills to narrate, judge, translate, interpret and analyze literature in a better and effective way in assamese and develop inbuilt creativity and proficiency in both the formal and informal communication .

B.A.Econmics ables one to Understand theories and principles in microeconomics including price theory, market structure, trade-offs, comparative advantage, factor markets, consumer theory and public goods.

B.A. Education develop a holistic and multidimensional understanding of the topics. It attempts to approach new areas of learning, develop competencies in the students thereby opening various avenues for self-discovery and academic understanding.

B.A. English enhances literary acumen. Students will get a comprehensive idea English Literature as a whole. They will be aware of the importance of the coexistence of different cultural perspectives . The Programme also takes care of Academic Writing

B.A. English enlightens students on Ancient Indian History , Medieval India., Transformation from Modern to Present India , Ancient World History , Political Theory , Pre and Post Colonisation , USA and USSR History and European Integration and Transformation.

B.A. Political Science students understand and be able to interrelate the leading theories, approaches in the subfields of Indian government, political theories, international relations and comparative politics.

B.A. Political Science explain the sociological perspective use sociological theory to explain social problems and issues; make theoretically-informed recommendations to address current social problems; and demonstrate the utility of the sociological perspective for their lives.

File Description	Document
Upload COs for all courses (examples from Glossary)	[View Document](#)

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

Response:

Dibrugarh University prepares the curriculum and college strictly follows to execute them . The course outcomes (COs) , PSOs and POs are prepared by Academic Committee in consultation with faculty members of the departments. Students are made aware of them in the college website and induction programmes are held in the college and departments at the beginning academic sessions.

Regarding Course outcome , affiliating university directs to conduct the following apart from sessional examinations. For Core Papers: Internal Assessment is 20 marks (Sessional test 1: 5marks, Sessional test 2: 5 marks, Presentation/viva voce/Group discussion: 5 marks, Attendence: 5 marks) in addition to the end term exams. Thus, the assessment weightage of 80% is given to direct attainment and 20% to indirect attainment.

College aligns the curriculam with the Academic Calender and devises ways to measure the level of attainment of POs , PSOs and Cos. Programmes are designed in a way to teach and train the students to become responsible citizens and capable of gaining suitable employment. College prepares the teaching-learning strategies so that students are able to equip themselves with the proposed outcomes of the programmes.

At the college level, the Institution plans innovative strategies of evaluation keeping in mind the broad guidelines of the University.. Two sessional examinations are held in each semester apart from semester exams. Internal Tests, Class Tests, Interactive Sessions, Group Discussions, class interactions are held to assess the level of learning of POs, Cos and PSOs. In addition , college implements the following :

The college follows the Academic Calendar of our affiliated university in letter and spirit.

· All the faculties maintain Academic Diaries for each semester.

· All the faculties prepare Semester-Wise evaluation Reports.

· Evaluative reports of results of Internal examinations are analyzed.

· College collects , analyses and prepares reports on Feedback from the Stakeholders for the attainment of PO, PSOs and COs.

· Career Counselling Cell takes the review of the Students' Progression to Higher Studies and their Placement.

- Survey of the Alumni to acquire knowledge about their progression and placement.

Attainments of CO's & POs are calculated by using university examination results. Attainment levels are also finalized at college level by holding verbal and sudden written tests weekly by each department, BoardTests , Gorups Discussions , Assignments are some of the measures to grade the students as A, B, C & D.Subsequently , Seessional examinations also determine their progress. In the whole process , IQAC , Academic and Examination Committee work in hand for successful attainment of POs and COs.

File Description	Document
Upload any additional information	[View Document](#)

2.6.3 Average pass percentage of Students during last five years

Response: 66.51

2.6.3.1 **Total number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
111	135	99	157	89

2.6.3.2 **Total number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
131	242	217	212	123

File Description	Document
Upload any additional information	[View 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: 3.63

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.2.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.2.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
7	7	8	8	8

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 21

3.1.3.1 **Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
18	1	1	1	0

File Description	Document
Report of the event	[View Document](#)
Institutional data in prescribed format	[View Document](#)

3.2 Research Publications and Awards

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

Response: 0.07

3.2.1.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 3.16

3.2.2.1 **Total number of books and chapters in edited volumes/books published and papers in**

national/ international conference proceedings year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
7	6	2	13	15

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.3 Extension Activities

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

Response:

The College takes utmost care to fulfil its responsibilities in influencing students to become responsible citizens of the country by making them aware of social issues. The extension and outreach activities have been carried out under National Service Scheme (NSS), Women Cell, NCC, IQAC, Departments of the college and BLB College Alumni Association (BLBCAA). The objective of extension activity is to sensitize and strengthen the link between the college and society. The annual NSS special camps are held almost every year except the covid pandemic years to cater to the needs of the community like engaging in levelling and stabilizing mud road of Nawjan Village , cleaning Station Chariali Market , creating awareness on health and sanitation, rain water harvesting, awareness programs on voting rights, awareness programs on Covid-19 Pandemic , helping nearby villages in registration of Adhar Cards by holding a camp in the college, distribution of food materials to the needy by faculty members during covid pandemic in 2020 and distribution hand sanitisers, soaps, face masks etc. In addition, talks and meetings are being held to sensitize the students about

- Drug abuse
- Human trafficking
- Blood donation
- Abuse of alcohol
- Abstaing from the use of Tobacco
- Anti-ragging
- Plastic menace.
- Tree Plantation

It may be noted that most of our students are from rural areas and they becaome an active carrier of information / knowledge to their villages / areas for the following :

- International Women's Day and awareness programmes on Protection of Women from Domestic Violence Act and Sexual Harassment of Women at Workplace (Prevention , Prohibition and

Redressal Act, 2013.

- programmes on tree plantation on the eve of World Environmental Day in and around the college but the ongoing construction of Four Lane of NH-37 has devastated the plantation and spoilt the beauty of the college.

- College has strictly adhered to the State Govt's Policy of Planting a Sapling by those who get free admission on account of their poor financial condition.
- International Yoga Day and Yoga Classes.
- Health and Sanitation Awareness Camps and Programmes.
- Cleaning the campus on College Foundation Day
- Independence Day .
- College incorporates Cross-cutting issues of the society like Moral Values, Human Values, Professional Ethics, Ethical Values, Gender Equality and Environmental Awareness. They are inseparable part of the curriculum practised by the college while adhering to the syllabi of the university..

Impact :

The extension activities have sensitized the students to the various social issues and social responsibilities which ,in turn, has helped them in their holistic development as responsible citizens of the country. Many students are engaged in Social Services after going out from the college. Some have entered into politics and their contribution to the society is quite significant. Even in professional field , some of our ex-students have outstanding performance in terms of their services to mankind.

File Description	Document
Upload any additional information	[View Document](#)

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 16

3.3.3.1 **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
6	4	3	2	1

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 6.34

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

2020-21	2019-20	2018-19	2017-18	2016-17
97	85	60	0	0

File Description	Document
Report of the event	[View Document](#)
Institutional data in prescribed format	[View Document](#)

3.4 Collaboration

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

Response: 5

3.4.1.1 **Number of linkages for faculty exchange, student exchange, internship, field trip, on-job**

training, research etc year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
4	0	1	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of linkage related Document	[View Document](#)

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 1

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
e-Copies of the MoUs with institution./ industry/ corporate houses	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

Apart from providing quality education, Bir Lachit Borphukan College has been trying at its level best for holistic development of the students. In a natural ambience and surrounded by historical monuments , the college has been following modern techniques with the aid of state – of – the – art equipments and teachers with a command over new changes in methodology . Most of the classrooms and 90% of the campus have been monitored by CCTV . The are 11 no. of classrooms and Seminar Halls. Total number of computers in the campus for Academic Work is 30. There are more than 10,000 books in the Central Library apart from departmental libraries. Our library is well equipped with state of the art technologies such as automated with SOUL 3.0 Library Software, digitalized with D Space, Open Source software and books are scanned with Barcode. We provide e-resources of NLIST of INFLIBNET, DELNET and NDLI to the user community for study and research.

The main building of the college is two storeyed. This building alongwith the Assam Type building has been accommodating all the classes and are quite conducive for learning.

1. Computer Lab   : Area 750 Sqare feet

     PC : 25 Nos. i3 & dual Core 2.0 -3.0 GHz processor

     , 500 MB / 2 GB RAM , 500 / 360/120/80/40

     GB HDD , LED / LCD Monitor

   Server : 2 Nos. (Window & Linux)

1. ICT Class room :   3 Nos.
2. Conference Hall : 1 No.
3. Robotics Lab   :   Area : 150 Square

     Laptop : 03 Nos.

     Printer : 1 No. 3D Printer

1. Classroom with Internet Facility : FTTH (Fibre to Home) connection at a speed of up to 200 mbps till 3300 GB. Unlimited data download after 3300 GB at a speed of 15 mbps.
2. LAN Bandwith : 100 mbps
3. No. of CCTV : 30 Nos.
4. Examination Control Room : Under CCTV Surveillance
5. LAN and Wi-fi in the Library
6. Xerox – 01 (Size = A3)

- Printer : 04 Nos. (Monochrome)
- Printer : 04 (Inkjet All in one)
- Scanner : 01 (A4)

1. Nos. of extinguishers : 03 Nos.
2. Sound System : 03 Nos ((200 W, 400 W, !20 W)
3. Cordless : 04 nos.
4. Collar Mike : 02
5. LCD Screen : 03 nos (32", 32" & 43")
6. Digital Camera = 1
7. Podium = 01
8. Upgrdation of IT Facility : Upgraded PC from PIV to Dual Core in 2012, 13 nos. New PC purchased in 2016 , HDD and RAM upgradation in 2021. 3 nos. of PC and 1 server in 2021.
9. Software : Window XP , 8 : Free

   Window 10 : 3

   Linus 7 : Open Source

   Window Server 2003 : Free

   MS Office : Free

   SQL Server : Free

   Turbo C++ : Free

   Photoshop : Free

   Java : Free

   Antivirus : 10

   Firewall : Free inbuilt

1. Projector : 3 nos.

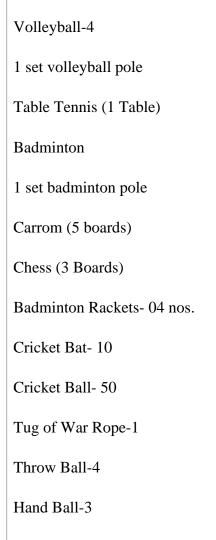| File Description	Document
Upload any additional information	[View Document](#)

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

Response:

The overall development of a student includes participation in extra-curricular activities. BLBC has a rich culture of curricular as well as extra-curricular activities.

Sports:

The Sports Committee of the College have been very active. The Committee tries to satisfy dire needs of the college within its limit. The college doesnot have a field of its own for out door games but has arranged one by obtaining permission to use School Field of Delihi Dhai High School for practice and holding Annual Games and Sports since 2017. Similarly, College has entered into an agreement with OLYMPUS GYM having its Multi-gym facilities at Dollumukh Chariali , Sivasagar to promote physical fitness among students scientifically since 2020. College has also used its auditorium for Cricket (net practice) and has undergone an agreement with Royal Cricket Coaching Centre, Sivasagar to encourage and promote interest among students since 2018. College arranges a Yoga Trainer and runs a Certificate Course to imprint the importance of physical fitness on the minds of students by conducting practice sessions and classes. In addition, the college has the following :

Volleyball-4

1 set volleyball pole

Table Tennis (1 Table)

Badminton

1 set badminton pole

Carrom (5 boards)

Chess (3 Boards)

Badminton Rackets- 04 nos.

Cricket Bat- 10

Cricket Ball- 50

Tug of War Rope-1

Throw Ball-4

Hand Ball-3

Cultural:

The College pays importance to improve cultural values among students for overall development. The Cultural I/C & Cultural Secretary of Students' Union promote the cultural heritage of Assamese Bihu songs & Dance, Zumur songs & Dance of Tea Tribes , Mishing Songs & Dance , Boro Dance , etc. For this end , an auditorium has been under construction fulfils the need if there is a huge gathering . Usually,

cultural functions and practice are performed in the halls of the college. The college encourages students to participate in cultural activities and competitions at inter-collegiate, intra collegiate and university level. College does not lag behind in providing cultural equipments for promotion and training of the aforesaid cultural activities. College celebrates / organises various functions.

File Description	Document
Upload any additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 27.27

4.1.3.1 **Number of classrooms and seminar halls with ICT facilities**

Response: 3

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 52.9

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
3.81	52.67	7.16	1.03	2.46

File Description	Document
Upload audited utilization statements	View Document
Institutional data in prescribed format(Data template)	View Document

4.2 Library as a Learning Resource

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

Response:

Description of ILMS is as follows:

- Name of the ILMS Software : SOUL
- Nature of Automation : Partial
- Version 2.0 (2018-20) 3.0 (2021-)
- Year of Automation : 2018

Bir Lachit Borphukan College Central Library is presently housed in the 1st Floor of the College main building. The library practices open access. At the very beginning of the college, there was no separate library room. After some years, a separate hall was provided by the donor, Mr. Pradip Bordoloi and his family members, in the memories of Late Punyaprabha Bordoloi and Loknath Bordoloi . It was opened for service on 23.08.2012. In the beginning, the College Library was started with the gratis books. Some books were also procured every year with students' fee only. Though the college was included under Section 2(f) & 12 (B) on 16-05-2007 & 30-12-2015, College have not received any grants from UGC for purchasing books, journals, equipment etc. The library is automated with SOUL 2.0 in 2018 and presently updated with 3.0 Version developed by INFLIBNET Centre (An Inter University Centre) Ahmedabad. The College Library is globally connected through Internet connectivity. The Digital Library and Institutional Repository are started with DSpace (open source software). The library has DELNET, NDLI and N-LIST membership ("National Library and Information Services infrastructure for Scholarly Content) through which the users can access and download freely authentic scholarly journals and e-books etc.

The Library Committee frames the rules and regulations for smooth functioning the services of the Library. For optimal use of the available print and electronic resources of the Library, the committee has left no stone unturned. It also bridges the gap among the Library, management and the student fraternity. Most of the decisions about the infrastructure, facilities, resources, services etc. for all round development of the Library are taken in the Library Committee meetings.

Presently the Library has total number of 10650 books (as on 02.07.2022) with 5320 titles, besides periodicals, newspapers, manuscripts (Softcopy Copy) and some rare books. The institutional repositories and Digital Collection through DSpace help the needy readers to retrieve their required study materials. The facilities and services available in the library are : Open access, free Internet browsing, DELNET, NLIST,NDLI accessibility, book bank facility, external membership , current awareness service, selective dissemination of information, Bir Lachit Borphukan collection , Srimanta Sankardeva collection , children corner, e-resources, OPAC and WebOPAC, digital repository, bibliographic service, manuscript archive, institutional repository, North East collection, collection on woman, un interrupted power supply etc. Some of the BLBC Central Libraries best practices are: Open access, e-books and e- journals accessibility, library best reader award, application of social media, taking users' feedbacks and timely response, digital repository, manuscript archive, library bulletin board , collection development in different formats, campus LAN, instant messaging , reference service, suggestion box, etc.

File Description	Document
Upload any additional information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 1.15

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0.73	1.63	0.29	2.26	0.84

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
Audited statements of accounts	[View Document](#)
Any additional information	[View Document](#)

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

Response: 12.48

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

Response: 100

File Description	Document
Details of library usage by teachers and students	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Information Technology has become an indispensable asset for the functioning of every institution. Necessary updation is required to run various softwares and computers . Hence, college updates the infrastructure as and when required with its limited Corpus.

1. Computer Lab　　: Area 750 Sqare feet

　　　　PC : 25 Nos. i3 & dual Core 2.0 -3.0 GHz processor

　　　　　, 500 MB / 2 GB RAM , 500 / 360/120/80/40

　　　　　GB HDD , LED / LCD Monitor

　　Server : 2 Nos. (Window & Linux)

1. ICT Class room :   3 Nos.
2. Conference Hall : 1 No.
3. Robotics Lab   :   Area : 150 Square

　　　　　Laptop : 03 Nos.

　　　　　Printer : 1 No. 3D Printer

1. Classroom with Internet Facility : FTTH (Fibre to Home) connection at a speed of up to 200 mbps till 3300 GB. Unlimited data download after 3300 GB at a speed of 15 mbps.
2. LAN Bandwith : 100 mbps
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4. Examination Control Room : Under CCTV Surveillance
5. LAN and Wi-fi in the Library
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- Scanner : 01 (A4)

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2. Sound System : 03 Nos ((200 W, 400 W, !20 W)
3. Cordless : 04 nos.
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5. LCD Screen : 03 nos (32", 32" & 43")
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9. Software : Window XP , 8 : Free

   Window 10 : 3

   Linus 7 : Open Source

   Window Server 2003 : Free

      MS Office : Free

      SQL Server : Free

      Turbo C++ : Free

      Photoshop : Free

      Java : Free

      Antivirus : 10

      Firewall : Free inbuilt

1. Projector : 3 nos.

Examination

College has an Examination Control Room under CCTV Surveillance and is also equipped with all the reqirement tools necessary for exam purpose.

Library

There are more than 10,000 books in the Central Library apart from departmental libraries. Our library is well equipped with state of the art technologies such as automated with SOUL 3.0 Library Software, digitalized with D Space, Open Source software and books are scanned with Barcode. We provide e-resources of NLIST of INFLIBNET, DELNET and NDLI to the user community for study and research.

Office

All the office staff have 04 dedicated internet enabled computers , a laptop and has printers on a 2:1 sharing basis. For official work there are two scanners in the office. The attendance of the staff is captured using a Biometric device in the Principal's room.

Website

The College has an active website. The Website is dynamic and displays the latest notifications promptly

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 26:1

File Description	Document
Upload any additional information	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 20.55

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

2020-21	2019-20	2018-19	2017-18	2016-17
5.6	8.4	4.02	7.8	5.7

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
Audited statements of accounts	[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:

There has been a continuous policy for maintaining and utilizing college infrastructure and facilities to meet the needs of the educational system of the day. These facilities are regularly maintained by purchase/replacement whenever required within the capability of the college. The decentralised administrative , management and support system have successfully established systems and procedures for maintaintaing and utilizing physical , academic and support facilities. The organogram of the college delineates decentralisation and it is as follows :

Installation of Projectors in Class Rooms

Connectivity of Class Rooms , Office , Library and IQAC through LAN &Wi-fi

Installation of Speakers

Shifting of Computer Laboratory

Additional Computers

RAM upgradation

Website Upgradation

The requirement for facility upgradation and addition is discussed at different forums, viz IQAC , Purchase Committee , Academic Committee and Examination Committee. The expenditure is estimated and sanctioned as per existing procedure.

The Sports & Cultural Committee of the College have been very active. The Committee tries to satisfy dire needs of the college within its limit. The college does have a field of its own for out door games but has arranged one by obtaining permission to use School Field of Delihi Dhai High School for practice and holding Annual Games and Sports since 2017. Similarly, College has entered into an agreement with OLYMPUS GYM having its Multi-gym facilities at Dollumukh Chariali , Sivasagar to promote physical fitness among students scientifically since 2020. College has also used its auditorium for Cricket (net practice) and has undergone an agreement with Royal Cricket Coaching Centre, Sivasagar to encourage and promote interest among students since 2018. College arranges a Yoga Trainer and runs a Certificate Course to imprint the importance of physical fitness on the minds of students by conducting practice sessions.

Purchase Policy

All the departments, office, library and laboratory are asked to submit a list of their requirement at the beginning of the new academic session. The list of the purchases are dependent on the availability of fund. If fund allows , the college authority , IQAC & Other concerned committees sit together and prepare the list of items which are of urgent necessity. Accordingly , college authority sanctions the amount as per the established procedure of the college .

Maintenance Policy

The College Development Committee looks after the maintenance of the College building. It is headed by the Principal, who in turn monitors the work of the Supervisor at the next level. Teachers and students report infrastructural malfunctions through the suggestion box kept in the Administration office or verbally to the concerned authorities. Once sanctioned, it is forwarded to the Purchase department.

The College Development Committee looks for the maintenance of the following:

Air conditioners

Water Purifier

Biometric machine

Cleaning of the overhead tank

CCTV

LCD

Fire Extinguisher

Solar System

Electrical equipment, plumbing, carpentry or any other related maintenance work .

Disposal Policy

The Institute follows the policies laid down by the Management for disposal of obsolete/damaged goods.

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 last five years

Response: 75.23

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
787	406	584	583	498

File Description	Document
Institutional data in prescribed format	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0.37

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	4	1	1

File Description	Document
Institutional data in prescribed format	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

    1.Soft skills

2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: C. 2 of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 21.88

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

2020-21	2019-20	2018-19	2017-18	2016-17
140	0	228	353	75

File Description	Document
Institutional data in prescribed format	[View Document](#)

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

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: C. 2 of the above

File Description	Document
Upload any additional information	[View Document](#)
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)

5.2 Student Progression

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

Response: 3.14

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

2020-21	2019-20	2018-19	2017-18	2016-17
12	2	4	3	3

File Description	Document
Institutional data in prescribed format	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 16.79

5.2.2.1 **Number of outgoing student progressing to higher education.**

Response: 22

File Description	Document
Institutional data in prescribed format	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 100

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

2020-21	2019-20	2018-19	2017-18	2016-17
5	1	1	3	1

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg:**

JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
5	1	1	3	1

File Description	Document
Institutional data in prescribed format	[View Document](#)

5.3 Student Participation and Activities

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

Response: 12

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	3	3

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of award letters and certificates	[View Document](#)

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

Response:

The BLB College Student Union (BLBCSU) is the representative body of students of the College. It consists of General Secretary from B.A. 3rd Semester, Vice President from 3rd Semester ,President from 5th Semester

Other dignitaries from 1st and 3rd Semester. They are elected by the regular students of the college.

BLBCSU consists of the following 12 office bearers, namely: President , Vice President, General Secretary, Assistant General Secretary , Girls' Common Room Secretary, Boys' Common Room, Social Service Secretary , Debating & Literary Secretary ,Major Games Secretary, Minor Games Secretary, Megazine Secretary and Cultural Secretary . All the office bearers who are elected by students are engaged in full time studies in this college. The major activities of the Students Union are to organise programmes, activities for the students and provide services which serve the co-curricular, cultural, social, recreational and educational interests of students of the college. The Students' Union seeks to contribute to the overall development of the students by organising activities in order to explore and provide them a platform to develop and improve their talents and skills. BLBCSU discourages ragging and all other malpractices within the college campus. The objective of the union is to encourage and promote the values that represent good character in all students and build leadership qualities among the students. There are mandatory student representation in IQAC, Anti-Ragging Committee, College Development & Construction Committee , Extra Curricular Development Committee , Library Committee , NCC , NSS, Publication Committee and Women Cll . Representation of BLBCSU members in various In-house Committees gives them opportunities to work with the administration. The Students' Union plays key roles in conducting Fresher's Social, College Week, Saraswati Puja, Farewell, "Bhagi Utsav", Rabha Divas and various other events conducted in the college premises throughout the year. BLBCSU also helps the college in eradicating ragging in the campus, suggests ways for improvisations and improvements regarding students' amenities, and helps the administration in smooth conduct of student activities in the campus. They organise programmes encouraging cleanliness and greenery in the college campus under the supervision of NSS , Women Cell ,NCC , etc.. The Students' Union with the help of various in-house Committees of the college hosts activities to improve the knowledge , skills of the students , Self –defence programmes for girls, etc. The Students Union is also involved in extension activities like Volunteers in Shiv Ratri , Asom Sahitya Sabha, Sankardev Dev Sagha Annual Meet , various functions organized by District Administration , distribution of mask & Sanitisers suring Covid Pandemic , collection of donation for fellow sick students, etc..

Links of the students' engaged:

https://www.blbcollege.org.in/alumni-committee.php

https://www.blbcollege.org.in/anti-ragging-committee.php

https://www.blbcollege.org.in/extra-curricular-committee.php

https://www.blbcollege.org.in/iqac-committee.php

https://www.blbcollege.org.in/library-committee.php

https://www.blbcollege.org.in/ncc-committee.php

https://www.blbcollege.org.in/nss-committee.php

https://www.blbcollege.org.in/publication-committee.php

https://www.blbcollege.org.in/women-cell.php

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 2.8

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
5	3	4	1	1

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.4 Alumni Engagement

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

Response:

Bir Lachit Borphukan College was established in 1981. The college is located in the periphery of Sivasagar Town. It has catered the need of thousands of students and many of them are well established today. The college is in rural area and has a great contribution in the educational development of the rural students. Many alumni of this college are well known in their respective fields i.e. , Politics, Education, Literature, Sports, Agriculture, Entrepreneurship and Social Work. The college provides an opportunity to the alumni to interact and share their experience with students by arranging Alumni Meet every year in the college. Our Alumni Association works for the overall development of students as well as the institution.

The alumni Association of Bir Lachit Borphukan College (BLBCAA) has been formed long back and the alumni have contributed significantly for overall development of the college. It took more than a year to register it as a Society under the Societies Registration Act, 1860 (XXI of 1860). Now, the Association has been registered vide Registration No. RS/BONG/252/H/03 of 2022-2023 and valid up to: 07/07/2025. The alumni in the eve of Silver Jubilee of the college in 2006 constructed the permanent statue of BIR LACHIT BORPHUKAN. They have kept on donating books, almirahs, exterior & Interior paints, bookshelves, office chairs, part of boundary wall, water purifier, fans, projector, etc. since the inception of the organization.

 It needs mention here that the association receives contribution in the form of kind only as the association was registered only recently. As the association has not opened any bank account on account of non-registration under Society Act, it has not received any cash. Hence, kinds received from alumni cannot be

audited by Chartered Accountant. Among the major contribution, the following needs to be mentioned:

1. Boundary Fence of 200 Ft.
2. Boundary Posts.
3. Sports Items.
4. Wall Paint.
5. Book Shelves – 7 nos.
6. Drinking Water Purification System
7. Rain Water Harvesting System.

The usual process of receiving kind are as the following:

1. The college authority requests the BLBCAA to provide the items which are of urgent need or have long term use. Accordingly, the association requests the capable alumni about the need of the college. The willing alumni contribute the item in their capacity to the association and the association, in turn, hand over the item to the college authority.
2. Sometimes, there are some alumni who are willing to contribute some items to the college. College receives them through the BLBCAA.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response: C. 3 Lakhs - 4 Lakhs

File Description	Document
Upload any additional information	[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 and in tune with the vision and mission of the institution

Response:

The vision of college is:

To impart basic higher education programmes and skill oriented programmes to slow learners and students from rural areas and cultivate their talents in all possible way.

The mission statements of BLBC aim at translating BLBC's vision into action plans to achieve the goals : there has been an open and cooperative environment in the college , and the college community as a whole involes themselves diligently for smooth implementation of the following :

? To impart basic higher education programmes, training programmes (Faculty and staff) ,skill oriented programmes and Guest Faculties to improve knowledge and employability of students in the present scenerio from rural areas & economically backward section .

? To motivate the academic environment for promotion of quality in teaching-learning and research in College.

? To boost self-evaluation andaccountability

? State of the art infrastructure , Fee waiver , Trust Award and Govt. Scholarship to SC/ST & OBC students.

Striving to achieve its goals as guided by its vision and mission statements, College primarily focuses on improvement of the quality of education in view of improvement of slow learners, economically backward and rural students. To attain the above , the college authority maintains an open and cooperative environment. All stakeholders are engaged in governance either directly or indirectly. IQAC & Academic Committee under the chairmanship of Principal interacts with staff , students , alumni and guardians at formal and informal occasions and also whenever there is a need.

College functions through its Governing Body (GB) at the apex,. The Governing Body of the college is the executive authority . It excercises general supervision and controls the affairs of the college. Functioning of various In-house Councils / Committees are also in tune with the vision and mission of the college.

A two – way channel between the staff on one side and the IQAC & Academic Committee on the other is

an important feature of the college. In addition , the staff has three representatives in the Governing Body : two from the teaching staff and one the from non-teaching staff.

The organogram and guidelines of various bodies depict how the college adapts and responds to changing academic , administrative and social environment. The college fraternity work devotedly to comprehend and articulate the changes in the academic structure . Paucity of fund is always a constraint but the college does not lag behind to cope with the pace of time in terms of infrastructure and modern amenities .

Scholarship , Fee waiver , Remedial / bridge classes , participative learning , etc. go hand in hand with the vision and mission statement of the college . College as a whole takes care of its each and every member to achieve its goal : development may be slow but the college is determined to achieve its vision.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

For implementation of democratic values, the institution has been practising decentralized and participative management. To achieve academic goals and organizational development, normally all the major decisions are taken by the Governing Body. The representatives of the staff formally inform their problems or inconvenience to the Governing Body. College also forms various In-house committees to promote efficient functioning. Involvement of stakeholders in various committees / councils have been mandatory. The Academic Committee and Examination Committee work together for effective curriculum delivery and continuous internal evaluation. Academic Committee and the IQAC members take decisions in academic matters. For collaboration with departments of other colleges , departments of the college are free to choose their option. Similarly , Grievance Redressal Cell is at the apex of all complains of any kind in the college. In the website, there is contact details of grievances for female students and general complaints of any nature separately. Any complaints regarding ragging or sexual harassment are amicably solved by the Anti Ragging committees and Grievance Regressal Cell https://www.blbcollege.org.in/grc.php. For infrastructure development, Governing Body is at the apex and directs the College Development & Purchase Committee to do the needful. NSS , NCC, Alumni Association and Women Cell collectively work for extensional activities. Aims and objectives of Alumni Association are clearly defined in the constitution. Thus, the college fraternity as a whole helps in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale and motivation.

The best example of participative management is that the College has a duly elected Students' Union Body every year. The organogram and In-house committees in the website are the best examples of decentralization and participative management. The college authority deputes an Election Committee for smooth conduct of election. There has been defined rules and regulations for Union Body which are framed by the affiliating university . The members of the Elected Students' Body represent various committees of the college apart from their allocated functions and pave way for the solution of genuine problems of the students.

As per practice , the proposal for all the needs of library are put forward to Library Committee. If a resolution is passed unanimously, it is executed accordingly. For the updation of latest technology in education: Academic Committee and IQAC verifies the urgency , and see if the need can be met with availability of fund. All the committees related to extensional activities ask for suggestion from IQAC . Thus, none of the committees remain inactive . Participation of members from all stakeholders in most of the committees , college practices decentralization and participative management.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Quality policy of the college is well transported from its vision and mission. Strategic plans are designed in such a way that the every policy becomes pivot of its vision and mission. Activities are reviewed regularly by the monitoring mechanism exixting in the college.

Career Guidance Cell https://blbcollege.org.in/uploads/weblink/CareerCounsellingCell.pdf improves its activities for employability , conducts meetings at regular interval , invites professional experts for suggestions and techniques , hold meetings and discussions with Career Counsellors from various parts of Assam .

With the NSS Unit https://blbcollege.org.in/uploads/weblink/nss_compressed.pdf & Freshers of the college , college has started planting saplings again which had been cut down during on-going construction of 4-lane. Through the Unit , community and ethical values are being organized. Unit also collaborates with various local government agencies for various extensional acivities in the neighbouring areas.

Various departments of the college have signed MOUs for student , Faculty exchange and other academic related activities with other institutions. For assiatance in NAAC's A&A , College has become a Mentee of Nowgong College . For Academic collaborations , College has signed an MOU with University of Science & Technology Meghalaya recently https://blbcollege.org.in/uploads/weblink/mou_compressed.pdf.   In   addition   Green

Audit   https://blbcollege.org.in/uploads/weblink/GreenAudit.pdf   &   Accademic Audit https://blbcollege.org.in/uploads/weblink/AcademicAudit.pdf have been done.

Bir Lachit Borphukan College has a Master Plan and college has tried to fulfill the planned activities within its limited fund. There is enough to be done. In the existing campus , there are enough infrastructure facilities yet to be constructed .

A large plot of land measuring more than 3 acre yet to implement its proposed activity due to paucity of fund.

Proposed Girls' Hostel is yet under red tapism of Govt. Policies.

Infrastructure development for vocational courses may be attached to the Master Plan as there is enough space beside the existing Boys' Hostel.

Quality policy of the college is well transported from its vision and mission but infrastructural development is almost stagnant due to non-availability of fund. Govt. and Non-Governmental organization have sanctioned some amount for infrastructure development and equipments. But in no way , they do suffice to implement the schemes / projects of Master Plan .

Bir Lachit Borphukan College is optimistic in successful execution of its mission and vision. The Time-line in the website delineates how in a span of Four decades , the college has reached the present position. For an HEI in a rural area like us , Govt. and UGC have to be benevolent in granting financial aid ; it at all, institution has to be successful in deploying infrastructural Strategic/ perspective plan effectively .

File Description	Document
Upload any additional information	[View Document](#)

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

Response:

The Governing Body (GB) is at apex of Bir Lachit Borphukan College in policies, administrative setup, appointment and service rules, procedures, etc. GB also organises the teaching in the college and to determine the teaching requirement of the college.

The Governing Body consists of a President . The Secretary is the Principal of the college and he / she is the ex-officio Secretary of the Governing Body. There are total 13 members in the Governing Body : representatives from Dibrugarh University, Gurdian Members , Ex-officio members like Vice-Principal & Librarian , Representatives From Teaching & Non-Teaching Staff and Donor Member . Code of conduct for Governing is uploaded in the Website.

https://www.blbcollege.org.in/files/GOVERNING%20BODY%20RULES%20AND%20REGULATIONS%20FINAL.pdf

Administrative Set Up: The Secretary and the Principal or the Principal cum Secretary form the nucleus of the administration . The Principal is the final authority in all financial matters. However, Pricipal needs to take approval of the Governing Body in all major decisions related to finance and administration . The Principal is entrusted with the responsibility of smooth functioning of the college. Being next to Governing Body as the Executive Head in the hierarchical structure and as the Chairman of the Core Committees : the Principal has her team of Departmental Heads, the IQAC Coordinator, the Secretary & President Teachers' Unit , Heads of various In-house Committees and the Head Clerk to assist her in the discharge of all the functions of the college. The Functions of Various Bodies: The College Development & Purchase Committee , , the Library Committee and the College Development Committee take important decisions regarding finance, building construction, renovation and maintenance. Code of conduct for various committees uploaded in the Website.

https://www.blbcollege.org.in/files/Rules%20&%20Ragulations%20for%20other%20Cells.pdf

Service Rules, Procedures, Recruitment and Promotion Policies: Service rules and procedures are

guided by the UGC, Various Acts and Office Memoranda of the State Government of Assam as notified from time to time in this regard. The recruitment rules for the teaching staff are as per the G.O. No. 2010 Edn (CS) along with the eligibility criteria prescribed by the UGC; that for the non-teaching staff is as per Directorate of Higher Education , Assam regulations . The promotional policies for teachers are according to the Directorate of Higher Education , Assam regulations and for non-teaching staff are according to the policies of Directorate of Higher Education, Assam .

https://www.blbcollege.org.in/files/code%20of%20conduct%20Principal,%20Teacher,%20Non-teacher.pdf

Grievance Redressal Mechanisms: There are several Grievance Redressal Mechanisms including the Anti-Ragging Cell, a Grievance Redressal Cell with complaint boxes placed at the entrance of the Administrative Building and the implementation of the Right to Information.

Grievance Redressal Cell is at the apex of all complains of any kind in the college. In the website, there is contact details of grievances for female students and general complaints of any nature separately. Any complaints regarding ragging or sexual harassment are amicably solved by the Anti Ragging committees and Grievance Regressal Cell.

Code of conduct for Students is uploaded in the Website.

https://www.blbcollege.org.in/files/student.pdf

File Description	Document	
Link to Organogram of the Institution webpage	[View Document](#)	
Paste link for additional information	[View Document](#)	

6.2.3 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: C. 2 of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
Any additional information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The State Govt. of Assam follows the UGC Guidelines and implements the effective welfare measures in place for its teaching staff. For non-teaching staff, the State Govt. of Assam follows its prescribed welfare measures . The employees of the college are under National Pension Scheme (NPS).

The various welfare schemes are as follows: 1. Medical Allowance 2. Child Educational Allowance 3. Maternity benefits as per norms 4. Child Care Leave 5. Leave Travel Concession etc. In addition,

1. Sponsorship trainings are provided for Teaching Staff to attend various workshops / FDP / Seminars / Conferences and they are borne by the college.
2. Graduity of INR 15 L to the employees under NPS.
3. Staff can avail vacation leave , 12 days of casual leave , Earned Leave , Sick Leave , etc.

The following facilities are also provided to employees for efficient functioning : 1. Medical leave 2. Yoga classes 3. Psychological counseling 4. 24 hour power back-up 5. Wi-Fi facility. 6. Workspace 7. Computing facility 8. College Canteen. 9. Identity cards 10. Sports facilities .11. As Institution has a multicultural environment in the campus, the management ensures the celebration of all the festivals together. 12. Teaching and Non-Teaching Staff Club organizes tour, and sports activities for the staff. 13. Summer and Winter Vacations for faculty members 14. Leave for Faculty development programs(FDP) 15. Skill development workshops / seminars are organized for non- teaching staff to enhance their skills 16. Automation of attendance and leave using biometric system. 17. All the faculty members who upgrade their qualification / research work through quality publications are honored by college. 18. The College Staff extends financial assistance to the needy students for pursuing higher education in our college

All the staff members are treated on par with each other in obtaining benefits from the institution. Motivation through counseling is also available for staff members to create a healthy working environment. This not only increases the work life balance of the employee, it also helps us in increasing the productivity and allows our staff to work effectively with complete satisfaction. Women Cell paves avenues for women members to gain momentum in extensional activities. In a nutshell, the Institution strives hard to keep our staff happy and healthy.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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: 23.33

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**

2020-21	2019-20	2018-19	2017-18	2016-17
15	0	0	5	0

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[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: 1

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	2	1	0

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 49

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

2020-21	2019-20	2018-19	2017-18	2016-17
29	3	4	0	5

File Description	Document
Upload any additional information	[View Document](#)
IQAC report summary	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

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

Response:

Director of Higher Education, Assam follows Assam Education (Provincialisation of Services of Teachers and Re-Organisation of Educational Institutions) Act,2017 and Amendment in 2018, Office Memorandum for Selection of Assistant Professor 1 , Office Memorandum for Selection of Assistant Professor 2 , Promotion OM and OM regarding Service Period which are in line with the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education-2010" (Regulation No. F.3-1/2009 dated June 30, 2010), together with all amendments made therein from time to time, for its teaching and non-teaching staff. The performance of each employee is assessed annually after completion of one year of service. The objective is not only to objectively evaluate the performance as per established norms, but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee.

The salient features of the performance appraisal system are as follows: Teaching Staff a) The performance of each faculty member is assessed according to the Annual Self[1]Assessment for the Performance Based Appraisal System (PBAS). b) Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score. c) The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute accords appropriate weightage for these contributions in their overall assessment. d) The faculty members are informed well in advance of their due promotion. e) The PBAS proforma filled by the Faculty Member is checked and verified by the Heads of the Departments, followed by IQAC and Principal. f) Faculty members whose promotions are due , are recommended based on their API score and are required to appear before the screening-cum-selection committee.

All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal. The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting (where

applicable) and efficient organization of documents. The comprehensive Annual Confidential Report comprises of 32 parameters. Each one of them is graded on a seven-point scale, i.e., Excellent, Very Good, Good, Highly Satisfactory, Satisfactory, Average and Poor.

On satisfactory performance, all employees are granted promotions and financial upgradation under the ACP Scheme. The Annual Confidential Report and the Performance Appraisal System has significantly helped in the evaluation of the performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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 conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted yearly by the internal auditor of the college. The internal auditor thoroughly verifies the income and expenditure details and the compliance report of internal audit is submitted to an external agency. After completion of the Audited Report by a CA (Chartered Accountant) , it is submitted to the Governing Body for approval. External audit is conducted once in every year by a CA.

In 2013, 12 posts of Asstt. Prof.s had been provincialized by the Govt. of Assam. Again in 2021, 8 more posts of Asstt. Prof.s were provincialized. There have been 11 more posts yet to be provincialized by the Govt. of Assam. In addition , Govt. of Assam has introduced free admission to the students belonging to the Below Poverty Line. Hence, college cannot prepare any budget before the commencement of every financial year and submit a proposal on budget allocation,

College is solely dependent on fees collected from the students above Poverty Line and reimbursement of fee waiver amount by the Govt. of Assam . College has to spend a huge amount on the salary of non-provincialised teachers. As a result , infrastructure and all round development of the college cannot be done unless there is financial aid from the Government.

The mechanisms used to monitor effective and efficient use of financial resources are as below:

- by considering the recommendations made by the heads of all the departments to the management.

- College budget includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, other consumable charges etc., and non – recurring expenses like lab equipment purchases, furniture and other development expenses.

- The expenses will be monitored by the accounts department as per the availability of fund and fund sanctioned by the management.

- The depreciation costs of various things purchased in the preceding years are also worked out.

- All vouchers are audited by an internal auditor on yearly basis. The expenses incurred under different heads are thoroughly checked after verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. The same process is being followed for the last five years.

Process of the external audit: The accounts of the college are audited by chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review and approval. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits.

All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid misappropriation of funds or properties of the institution at all levels. The audited statement is duly signed by the authorities of the management and chartered accountant.

File Description	Document
Upload any additional information	View Document

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

Response: 8.24

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	8.24	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Any additional information	View Document

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

Response:

In 2013, 12 posts of Asstt. Prof.s had been provincialized by the Govt. of Assam. Again in 2021, 8 more posts of Asstt. Prof.s were provincialized. There have been 11 more posts yet to be provincialized by the Govt. of Assam. In addition , Govt. of Assam has introduced free admission to the students belonging to the Below Poverty Line. Hence, college cannot prepare any budget before the commencement of every financial year and submit a proposal on budget allocation,

Resource Mobilization Policy:

The Institution has a transparent and well planned financial management system in which Government and Management are the main sources of funds. College has to spend a huge amount on the salary of non-provincialised teachers. As a result , infrastructure and all round development of the college cannot be done unless there is financial aid from the Government.

The Resource mobilization policy focuses on achieving the goals and target of the institution ensuring accountability and transparency. The harmonized Governing body coordinates and monitors the optimal utilization of the available funds which may be used for the promotion of learner-centric ecosystem.

- The Institution is a centrally managed non-profit organization with honorary governing body members which ensures the income generated is spent optimally in the institution itself
- An Internal Auditor and Accountant are in place to manage the managed funds. The government funds are taken care of by the College Development Committee and Purchase Committee.
- Available Funds are provided to meet the infrastructure requirement of the institution .
- The management provides financial supports to seminars/workshops/expert talks/Association activities/Faculty Development programmes
- The extracurricular activities of the students are a major concern and adequate funds provide for Sports and Cultural activities. Separate head of accounts are maintained.
- Scholarships and free ships to the deserving students.
- Group Insurance and NPS are provided .
- Financial Resources of the institution are
    - Admission fee
    - Government funds-UGC/ Financial Aid from Government of Assam.
    - Grants From individuals, philanthropist
    - College Development Fund
- Admission fee is used for the infrastructure and academic activities
- Government funds are optimally used for which head it is sanctioned
- Transparency and accountability is ensured by conducting an annual audit of the statements
- Financial support provided by the government / noon government agencies are audited by the respective mechanism.

Financial Audit of Grant : Grants and funds sanctioned by Government/UGC : There are their levels of audit for the funds sanctioned by the Government. They are as follows:

Chartered Accountant-After a stipulated period of time, the accounts for all the grants and funds sanctioned by the Government/UGC are initially submitted to an external Chartered Accountant. The audit report issued by the auditor with utilization certificate and all necessary ratified accounts are submitted to the concerned sanctioned authorities.

File Description	Document
Upload any additional information	[View Document](#)

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:

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes by constantly reviewing the teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals.

IQAC is one of the major policy making and implementing unit in our college. It strives hard for upgrading the college infrastructure and all support facilities to meet the standards of higher education and growing need of students. It assesses and suggests the parameters of quality education. However following may be the examples of best practices institutionalized:

· **Academic Audit through IQAC** https://blbcollege.org.in/uploads/weblink/AcademicAudit.pdf **:** The college takes academic audit of each department and various committees every year through IQAC to increase and maintain the quality of education. At the beginning of academic session, IQAC collects action plan including publication, extension activity, collaboration, innovative and assignment, ICT based activity, students competition, seminar and workshop supposed to organize for better performance. IQAC submits the Academic Audit of the departments to the external evaluators to review their academic progress. The report of the External Evaluators has been submitted to the IQAC for discussion and suggestive measures. Due to implementation of such academic audit, it is found out that all departments and committees have improved their curricular, co-curricular and extra cocurricular performances.

· **Implementation of Green practices in the campus** https://blbcollege.org.in/uploads/weblink/GreenAudit.pdf **:**

College follows the directive of state govt. to plant saplings by the freshers and it has been maintained in letter and spirit. College has kept a rcord of them. It needs mention that the greenery around the campus been destroyed by the ongoing construction of 4-lane . But the college has started planting agin.

The IQAC initiates various green practices to maintain eco-friendly college campus through the activities i.e. Tree Plantation, Paperless Work, Plastic Eradication, Clean and Beautiful Campus and Save Power,. For the better implementation of green practices, IQAC distributes these activities among various departments. IQAC constantly takes the feedback about the proper result oriented implementation of these activities through academic audit. Because of these practices, eco-friendly and pollution free college campus is developed in the community.

· **Use and enrichment of ICT infrastructure:** The use of ICT tools has become an integral part in teaching -learning process. IQAC always encouraged teachers to utilize these tools in classroom teaching and laboratories. IQAC prepares the plan to include the use and enrichment of ICT infrastructure expecting

from each departments. The IQAC has advised the administration to enrich ICT infrastructure by purchasing advanced ICT tools and Wi-Fi facility. Periodically IQAC in collaboration with IT has trained teachers and non- teaching staff to use ICT by arranging different workshops. The educational use of whatsapp has also been utilized to establish communication with the students and peers. In teaching and learning, the feedback system is implemented to take the review of reliability and uses of ICT facilities.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The institution reviews its teaching learning process, structures & methodologies of operations through IQAC. The IQAC holds meetings periodically:

IQAC conducts meetings with Academic Commitee and Examination Committee to develop strategies for effective implementation of the curriculum prior to the commencement of odd and even semesters. Each Head of the Department (HOD) is directed to conduct departmental meetings before the commencement of odd and even semesters to prepare :

1. A planned curriculum delivery action plan
2. Departmental Class routine
3. Preparation of Lesson Plans
4. Plans for improving the classroom presentation by various methods.

- With the initiative of IQAC, the Academic Committee reviews the progress of academic activities such as, the number of classess held, syllabi coverd in subject,Internal Examinations conducted and teaching diaries are verified with academic calendars.

The Teacher's Diary recorded by each faculty is submitted to the concerned HOD at the end of each day and is subjected to the endorsement by the Principal or IQAC Co-ordinator every month. The IQAC , Academic Committee and HODs of each department monitor the academic activities on a regular basis to ensure the execution of the timetable and effective delivery of the curriculum. Afterall, the machineries of the College as a whole is committed to effective delivery of curriculum in a planned way.

For learning outcome, one of measures taken by the IQAC is Feedback System. Feedback is taken in the middle of the semesters from students , teachers, employees and Parents. The information obtained is analysed and steps to be taken for necessary improvements are passed on to the concerned departments as well as affiliating university regarding suggestios about curriculum.. Other measures for Learning - Outcomes are conducting of Internal Examinations and it calls for one-on one meeting with the faculty of each department to make an assessment of their performance. It involves a mechanism to record and monitor the performance of each student through Concerned Departments

For proper implementation of the curriculum, importance is paid for Class / Internal Tests to assess the learners, Field works, remedial classes, additional classes etc. under the supervision of IQAC and the Academic Committee. The college dedicates itself to provide maximum benefits to its students through effective use of ICT tools by teachers and effective use of library facility. An attendance register of ICT Classroom is maintained and each faculty is suggested to keep a record of their classes. IQAC maintains a record of the above and take initiative to introduce the Certficate Courses for students to enhance personality and employability. Review of all the above is the responsibility of IQAC.

File Description	Document
Upload any additional information	[View Document](#)

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	[View Document](#)
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

The college practices to bring a positive change in the attitude and support equity among genders inside and outside the campus. The CBCS Curriculum practiced by the college include a lot of gender sensitization courses in many of the programs run by the college. Apart from inclusions in the curriculum, college has successfully executed the following **for the promotion of gender equity during the last five years**:

- Observes International Women's Day to promote inclusiveness, tolerance, harmony and women's empowerment among the students and staff.
- Holds symposia on "Role of Law for Women's Safety" and "Women's Empowerment and its Implementation".
- Hold Workshop / Seminar / webinar on "Women's Rights".
- Speeches on "Women's Rights in Society and their application in right way."
- Taking the responsibility of Weaving Cell to promote independence among women.
- Organizes processions/ create awareness at Nowjan Village on Women's Harassment and exploitation.
- Organizes an Online International Webinar on Women's Health & Nutrition and holds meetings / awareness campaign on the same topic in Nowjan area..
- Organize trainings on Self- Defence among female students of the college.
- Organizes Series of Lectures on Gender Sensitization.
- College creates contact details in website for any grievance/ complaint related to Gender .

Gender equity and sensitization have been included in the CBCS Curriculum by the affiliating university since 2019. They are as follows :

Education: theories of discrimination; gender and caste discrimination in India. The following units may be noted:

-Women's Education during Vedic and Buddhist Period.

- Women Education during Islamic Period.

-Constitutional Provisions on Education for Women.

- Importance & Challenges of Women Education in India

- Violence against women: Causes, Consequences and Protection.

In English:

WOMEN'S WRITING: Unarguably the truest fact about human society is domination of women by men. Patriarchy believes in the superiority of man over women in all walks of life.

- The Individual and Society have been designed to acquaint and sensitise learners to the issues of caste/class, race , gender and violence that have become so much a part of everyday discourse.

Semester III English : Arranged marriages, Gender discrimination, Social activism.

English:: Poetry about women/ men.

GE 4: Contemporary India: Women and Empowerment

In History:

VIII (c. 1857 - 1950) - Debates around Gender

HISHDSE601: Social and Economic History of Assam

2.04 : Patriarchy, Women and Society in Medieval Assam

deals with Women in Indian History which comprises Feminist Movements and Development of Women's History ; Key Concepts in Women's Studies – Gender, Patriarchy and Sexual Division of Labour .

In Political Science :

GE -4deals with Feminism: Theory and Practice .

In Sociology , a course deals with **Sociology of Gender** . It interrogates the categories of gender, sex, and sexuality.

GE-2deals with Family and Intimacy: Family is one of the vital institutions of human society.

GE-4 deals with Gender and Violence: Gendered violence is routine and spectacular, structural as well as situated.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

    1.Solar energy

2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Bir Lachit Borphukan College takes all measures to ensure the college premises free from plastic materials and other harmful wastes.

Solid Waste Management:

- Dustbins are placed at suitable spots in the campus.
- Wastes are collected in the evening everyday.
- Solid wastes generated in the campus are collected and dumped in the bio-degradable pit.
- A Sanitary Napkin Incinerator has been installed in suitable place .
- A vermi-compost pit has been maintained.

Liquid Waste Management:

- Liquid wastes from canteen, toilets, washrooms, etc. are let out into proper drainage facility to avoid stagnation.
- Drinking water facility is arranged in every floor of the campus.
- Waste water of the college as a whole is drained to the tanks in front of the college.
- College does not produce any hazardous wastes.

E-waste management:

- The major e-waste generated in the college are batteries, UPS, discarded input devices like mouse , keyboards , wires , cables , bulbs , electronic items are collected and delivered for safe disposal.

- The e-waste is re used if possible by repairing. The discarded waste is exchanged, if agreed, with vendors to get new products at discounts.

File Description	Document
Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

7.1.5 Green campus initiatives include:

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

Response: C. 2 of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: B. 3 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	[View Document](#)
Certification by the auditing agency	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

Bir Lachit Borphukan College practices equality of all cultures and traditions. Students belonging to different caste and religion are studying without any discrimination in the college. Students belong to diverse socio-cultural and linguistic background, and college does not have any intolerance towards cultural, linguistic, communal socio economic and other diversities. College observes national festivals like birth anniversaries and ceremonies of great Indian personalities like Mahatma Gandhi, Sardar Vallabhbhai Patel, Pandit Jawaharlal Nehru, Dr. Bhimrao Ambedkar and Sarvepalli Radhakrishnan . Through the celebrations / observations, college makes awareness among students about their contributions towards nation building and maintaining social & communal harmony. On the birth anniversary of Sardar Vallabhbhai Patel on October 31, institution celebrates Rashtriya Ekta Diwas .

Apart from the above, Bir Lachit Borphukan College organizes extension activities through various units of the college as a part of Education Social Responsibility.

- Competitions among various cultural groups , viz., Jhumur Song & Dance , Bihu Song & Dance , Jikir , Mishing Song & Dance and Bodo Song & Dance.
- Celebration of Rashtriya Ekta Diwas.
- Observes International Women's Day to promote inclusiveness, tolerance, harmony and women's

empowerment among the students and staff.

- Holds seminar / speech/ meetings on "Role of Law for Women's Safety" and "Women's Empowerment and its Implementation".
- Workshop on "Women's Rights".
- Speech on "Women's Rights in Society and their application in right way."
- Cleanliness programs.
- Awareness on health and hygiene at Nowjan Village.
- Taking the responsibility of Weaving Cell to promote independence among women and pays importance on engagement of Local Women.
- Organized a procession at Nawjan Village on Women's Harassment and exploitation.
- Adhar Registration initiative by college.
- Awareness on COVID-19 Pandemic.
- Distribution of masks and sanitisers during COVID – 19 Pandemic.
- Distribution of relief materials during Covid-19 Pandemic in and around the college by the college staff.
- Covid -19 Vacinnation for nearby areas in collaboration with Kheluwa Block.
- Organized an Online International Webinar on Women's Health & Nutrition.
- Organized a Three Day long self Defence Training to the female students of the college.
- Organized a Series of Lectures on Gender Sensitization.

The above surely contribute in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities.

To contribute on the linguistic harmony among Assamese and Other linguistic Communities, college takes utmost care to maintain communal harmony by holding various programmes in College Week and other celebrations.

File Description	Document
Any other relevant information.	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The college, especially Department of Political Science, NSS, NCC and Women Cell organize / celebrates various programs to sensitise the students and employees about constitutional obligations like values, rights, duties and responsibilities of citizens.

Programme curriculum of the college comprises courses like Constitutional Government and Democracy in India , Political Process in India, Nationalism in India, Gandhi and the Contemporary World, Understanding Ambedkar, Human Rights in a Comparative Perspective, Democracy and Governance ,

College celebrates Independence Day on the 15th August every year. Constitution day has been celebrated on 26th November. Students have participated in debating and quiz competitions. Faculty members of

Political Science have organized various academic and co-curricular activities for the propagation of the Fundamental Duties and Rights of the Citizens. The students have been engaged in several programs like Academic Programs like webinars, Conferences, Guest Lectures, etc.

In view of the celebration of 75 years of India's Independence - "Azadi Ka Amrut Mahotsav", has been observed as directed by Govt. of India. In addition, Clean India Programme was celebrated from 27th Oct to 29th Oct'2021.

The themes in Gandhian thought that are chosen for a close reading are particularly relevant to our times.

College celebrates Constitutional Day every year on 26th November to commemorate the adaptation of the Constitution of India. The day highlights the efforts of the makers of constitution. Bir Lachit Borphukan College celebrates Voters Day to bring awareness among the general masses about the importance of the vote. Besides, college makes the students aware students on "Right to Information Act 2005", "Anti-Terrorism Day" to sensitize the stakeholders about its importance.

College organizes several programs that are aimed at the promotion of various constitutional rights, duties, and responsibilities of citizens. Similarly, BLB College organizes a *Swachch Bharat Cleanliness Drive*. The drive is aimed to promote the importance of cleanliness. In this way, BLB College ensures that the Constitutional values, rights, duties, and responsibilities of citizens are promoted and served.

Bir Lachit Borphukan College holds Student Union's Election every year. Likewise Elections of the Teachers' Unit and In-house committees are also held as per their constitutions which are helpful in the promotion of democratic values in the college. The code of conduct uploaded in the website senistizes the students and employees to the constitutional obligations like duties and responsibilities.

File Description	Document
Any other relevant information	[View Document](#)

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

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

Response: B. 3 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.	[View Document](#)
Code of ethics policy document	[View Document](#)
Any other relevant information	[View Document](#)

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

College commemorates the ideology of nationalism and pay tribute to great National Leaders. The college fraternity unite together to celebrate these occasions and spread the message of Unity, Peace and Love.

Republic day is celebrated on the 26th January every year to commemorate the adoption of Indian constitution. This is a day to make the students aware of the constitution and make them realize the need to follow them.

Independence Day is celebrated every year on 15th of August. Flag hoisting is held to mark freedom of India from British rule. The Speakers in the celebration encourage students to remember our national leaders and their sacrifices.

Gandhi Jayanti is celebrated every year on the 2nd October to enlighten the students about the ideologies of Mahatma Gandhi Gandhian philosophy is a double-edged weapon. Its objective is to transform the individual and society

30th January is observed to mark the assassination of Gandhi Ji. The 23rd March is observed as Martyrs' Day when Indians commemorate the sacrifices given by freedom fighters and other people to gain independence from British rule. Meeting is hold about the greatness of the event and spread the spirit of Nationalism among students.

As the country remains grateful for Patel's crucial efforts leading to the integration of India, the day is celebrated as homage to that "national unity". The college celebrates as National Unity Day or Rashtriya Ekta Diwas (31st October).

On the International Yoga Day, college organizes the yoga practice and speeches by the Yoga Instructors to create awareness on how Yoga embodies unity of mind and body; thought and action; restraint and fulfillment.

The National Voters' Day has been celebrated on the 25 January to encourage, facilitate and maximize enrolment, especially for the new voters. College organizes various awareness programs on that day. On the NDV in 2019, IQAC and NSS Unit of the college felicitated the freedom fighters Gopal Pujari (100 years old) and Rebo Mahanta (90 years old).

World Environment Day has been celebrated to raise awareness that the world is facing the problem such as air pollution, plastic pollution, global warming and sea level increasing day by day. In our college, plantation of sapling by a Fresher has been mandatory apart from observing the World Environment Day. College had a good landscape with greenery but ongoing construction of 4-lane National Highway had destroyed the whole ambience. However, College has started planting saplings again.

November 24 is celebrated as Lachit Divas (Lachit Day) in the college to commemorate the heroism of Lachit Borphukan and the College has been named after the great national hero.

File Description	Document
Geotagged photographs of some of the events	[View Document](#)
Annual report of the celebrations and commemorative events for the last five years	[View Document](#)

7.2 Best Practices

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

Response:

Title: PLANTING A SAPLING BY FRESHERS

Objective:

The main objective of tree plantation is to save the endangered environment and to beautify our life. Trees are valuable gifts of nature. They are known as the best friends of human beings. At the same time, aim of planting tree is to restore native forests around village to protect water supplies. We have endeavoured to preach that Planting of trees is a holy act. One tree is equated to 10 children. Students have been made aware of the urgency of planting trees because

1. It reduces carbon dioxide, a principal greenhouse gas that contributes to global warming. Planting tree increases oxygen level in environment, the most essential gas on globe.
2. When one plants a tree, one is creating habitat for other species.
3. One is starting a food source for human and animals.
4. One is stabilising soil to prevent erosion.
5. One is creating natural water filters

Thus, tree plantation is recognized today as a noble social work. The objective of the practice of the college is to make the students socially responsible citizens. The affiliating university has included Environmental Studies in the curriculum of Undergraduate studies.

Contextual features or challenging issues of the practice:

The on-going Four Lane Construction of NH-37 has uprooted all the trees on both sides of the Highway. There is an urgent necessity of the construction for development of the nation but cutting down the trees on both sides of the highway have caused an unrepairable damage to the nature. However, Govt. of Assam made planting a sapling mandatory for students who seek fee waiver on account of their poor financial condition. The college considers this as an opportunity and made it compulsory for all students who seek admission into B.A. 1st Semester and H.S. 1st Year irrespective of Below Poverty Line or Above Poverty Line. Every year nearly 500 entrants are there in the college and 500 of them plant a tree: what else can be a better practice than that if 50% of the saplings remain alive and grow.

To follow the practice, the following resolutions were taken in the Governing Body meeting held on 14-6-2017.

1. The Committee made it mandatory for every student taking admission into B.A 1st semester and H.S. 1st Year to plant a sapling at his/her home/village. He/she has to submit the photo of planting a sapling at the time of admission. The responsibility of rearing the sapling was entrusted on him/her.
2. The committee made it compulsory for every student to submit the photo of the same sapling planted by him/her at the time of his/her subsequent admissions into the next odd semester.
3. The committee also made it compulsory for every student to attend the college on the: World Environment Day" and participate in the sapling plantation programme.
4. Mrs. Dipali Neog , Principal I/C of the college has been asked to form a Committee on Plantation comprising Responsible Employees of the college to keep the record of the photos in an album year – wise and to submit Annual Report on Plantation after admission process.

Evidence of success:

 The Committee on Plantation is as the following:

Chairperson: Mrs. Dipali Neog, Principal –I/C

Coordinator: Mr. Jayanta Gogoi

Members:

Mr. Mohesh Chetia

Mrs. Anjumoni Chiring Phukan

Mrs. Aparazeeta Sharma

Mrs. Lakshee Dutta

The Committee have been very sincere since its formation to make plantation scheme a grand success. So far the record of success in planting a sapling by a fresher shows that the college is quite successful in its endeavour. The data of Fresher with photo of planting a sapling is shown below:

Year	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Nos. of saplings					

planted	469	407	414	X	X

During the academic years : 2019-2020 and 2020-2021, the process could not be continued on account of Covid – 19 pandemic However, the committee motivate the students to plant saplings as soon as classes resume. Under the guidance of IQAC, the committee with the help of Assamese, English and Education Departments took the initiative of planting medicinal plants, flowers and important plants in the campus. The committee also resolved to plant trees surrounding the campus as soon as construction of Four Lane gets over.

The results indicate

1. There has been growing awareness among the students towards environment degradation and importance of tree plantation.
2. A sense of social responsibility has grown among the students.
3. Local people have been motivated for plantation.
4. Students are concerned about Silviculture, i.e., the practice of controlling the growth, composition / structure, and quality of forests to meet values and needs, specifically timber production.
5. Students are concerned about global warming.

Problems encountered:

1. All the students cannot find healthy and good species of saplings at the time of plantation. They have to take saplings from District Forest Department. But saplings in the concerned department are not available at the hour of need.
2. The students plant saplings either at their homes or in their respective village. Many saplings die due to negligence of the students (lack of fencing or watering) , heavy rain or dry weather, soil erosion, flood, cattle , etc.
3. Students lack knowledge of managing the weeds before they take over.
4. Students lack knowledge of protecting Plants from pests.
5. College as a whole are not aware of identifying and treating Plant Diseases

1. The committee are not in a position to keep record of the growth of the plant in the succeeding semesters on account of lack of proper planning in the beginning and Covid-19 Pandemic situation put almost to a halt to the ongoing process.

BEST PRACTICE 2: SHEDDING LIGHT ON THE GLORIOUS ACTIVITIES OF LACHIT BORPHUKAN IN THE CAMPUS ONCE IN A MONTH

Objectives of the Practice

The spirit of patriotism is a great unifying force for the youth. To save the students from common distractions, Bir Lachit Borphukan College has instilled the Glorious Activities of Lachit Borphukan among the students, an epitome of Patriotism. The practice becomes more effective when done among students at least once in a month. It helps the students in achieving their goals in unison with the lessons on:

1. The determination that Lachit Borphukan exemplified in the Battle of Saraighat.

2. Diligence that Lachit Borphukan embodied when the protection wall against the enemies was not constructed on time.
3. Courage and patriotism that Lachit Borphukan personifies.

The objectives of the practice are to inspire the students how an ordinary man can become an extraordinary person by dint of his hard work and love for his motherland.

The Context

When we admire and eulogize figures like Subhas Chandra Bose, Rashbehari Bose, Khudiram Bose, and their likes, many other figures with equal or more bravado, Lachit Borphukan was a commander of the Ahom forces and an icon of Assamese nationalism. He has remained hidden in the crevices of dark and the country knows very little about them. In the battle of Saraighat in 1671. Lachit Borphukan put a halt to Aurangzeb's desire of "expanding his empire" into Assam. It was one of the greatest achievements of the Ahom Kingdom ever and a sheer epitome of tactical brilliance, perfect use of terrain, guerrilla warfare and intelligence gathering. He was also the inspiration behind strengthening India's naval force and revitalising inland water transport. In fact, Assam was the only state in India which defeated 17 successive attempts of Mughal invasion. Lachit Borphukan slayed his maternal uncle for negligence of duty during the preparation of Saraighat Battle and became an epitome of sacrifice for the generations to come. In light of the above, the college was established in the name of great national hero.

Hence, shedding light on the hero has become a moral obligation on the part of the organization and to inspire students while admiring and eulogizing him.One of the challenging issues is scarcity of sources on life of the hero. Only reliable source is Surya Kumar Bhuyan's " ATAN BURAGOHAN AND HIS TIMES".Secondly, with the implementation of CBCS into the curriculum since 2019, celebration of Lachit Divas on 24th November has not been a grand success as the Semester Exams run in the month. However, monthly lecture among the students by a faculty assigned, Slogan and Poster competitions on Patriotism do compensate that challenge.

The Practice

To commemorate Lachit Borphukan's exemplary deeds, the LACHIT BORPHUKAN GOLD MEDAL is awarded to the best cadet. The medal was instituted in 1999 to inspire defence personnel to emulate Borphukan's heroism and sacrifices. Thus, the youths of the day are motivated to join defence forces of the country.

On 24 November each year, Lachit Divas is celebrated in the college to commemorate the heroism of Lachit Borphukan. Various lectures on patriotism and valor, competitions in the same line surely encourage and motivate the students to become a responsible citizen of the country.

1. Various lectures on patriotism:
2. Lachit Borphukan and Patriotism.
3. Epitome of Sacrifice and valor : Lachit Borphukan
4. Guerrilla warfare and intelligence gathering of Lachit Borphukan
5. Naval strategies of Lachit Borphukan
6. Lachit Borphukan Gold Medal etc.
7. Patriotic Songs once in a month at 9 am through Public Address System in the campus.

All the above, surely throws light on the purposes of higher education. The acts of Lachit Borphukan encourage students towards - sacrifice: always Nation first, indomitable spirit to fight for independence, how to lead a successful life, aware of one's duty and responsibilities. These are very essence of higher education.Among the constraints, paucity of sources on Lachit Borphukan , observation of Lachit Divas during the exam. Seasons are notable. However, monthly lectures among the students by a faculty assigned, Slogan and Poster competitions on Patriotism do compensate the challenges.

Evidence of Success

Some of the students admitted to 1st semester B.A. and 1st year of Higher Secondary, at times, appear to be unruly. This is quite natural, may be, on account of change of environment, i.e., from school/ Higher secondary to College. As the time passes by, college notices change in the behavior of students and attitude towards life. The collective responsibility borne by Students' Union Body and then engagement of some of them in social and political life certainly bear evidence of success. Among the placement of students, good numbers of them are either in police service or in defence. Engagement of majority of our alumni in private companies for a long period surely calls for dignity of labor and thirst for knowing the unknown. In addition, successful entrepreneurs are no way less inspired by the acts of Lachit Borphukan. We claim the higher percentages of placements in the said services are on account of shedding light on the glorious activities of Lachit Borphukan in the campus once in a month.

We also claim that none of our alumni have any record of criminal offence. There is unity among them at the hour of crisis. There are ample evidences of helping each other when one suffers from severe illness or one is unable to perform final rites of their parents.

     Problems Encountered and Resources Required

- Majority of the students do not reach college before 9 am.
- Loves for patriotic songs by some of the students are not satisfactory. They appear to be attracted towards modern songs.
- Interrupted power supplies at times, distract the attention of the students.
- The traffic on the four-lane cause noise pollution.
- One of the challenging issues is scarcity of sources on life of the hero.
- Observation of Lachit Divas during the exam. season is a great impediment.

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File Description	Document
Best practices in the Institutional web site	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Addressing the needs of the people in and around the College:

Bir Lachit Borphukan College is situated in the periphery of Sivasagar town. The town is famous for historical monuments but the inhabitants in the outskirts are economically backward and academically poor. There is less scope for farming as most of the villagers have sold their plot of land on account of poverty to the migrated service holders from far away areas. The rural poor have to become wage earners but lack of industry or farm have made them irregular bread earners. Some of the villagers have to opt for selling illegal liquor or some unfair means to earn their bread and butter. In the evenings, there had been an uncongenial atmosphere for people under the influence of alcohol.

The college was shifted to the present location in 1999 and organization could not do anything for the people living behind the college for more than a decade. The time line of the college clearly shows how it has reached the present position. It has been a couple of years that the college has started its moral social responsibility.

Since long, college started a Weaving Training Centre by engaging a few local weavers. Presently, three weavers (Mrs. Niru Gogoi , Mrs. Dulu Gogoi and Mrs Boby Gogoi) have reached such a position that they can train students and earn a few thousand rupees from the sale of the products trainees produce.

It has been a sincere endeavor of the college to engage qualified local villagers in and around the college. There have been (1) Sada Chutia from Nowjan Village (Asstt. Librarian: sanctioned post) (2) Jitu Gogoi (Grade-IV employee: sanctioned post) (3) Dip Gogoi (presently engaged as a Grade-IV employee) (4) Monuranjan Gogoi (presently engaged as a Grade-IV employee) and college always employs local wage earners whenever college needs.

Leaving aside bread and butter to a few, college pays attention to health and sanitation of the villagers. Women Cell of the college organized various meetings / workshops to make the villagers aware of the unhygienic conditions they live in. They were made aware of harmful results of open defecation and prepared list of villagers without toilets. The list was submitted to the District administration for necessary action. Anyway, present government has provided toilets to every house.

College has organized many free health checkup camps and distributed free medicines to elderly villagers. During Covid-19 pandemic, the NSS Unit made awareness campaign and distributed hand sanitizers and face masks to the villagers. The staff members distributed food materials to the covid affected families.

The introduction of COVID-19 vaccine is a major step towards reducing the spread of the pandemic and further reducing the associated disease and deaths. The COVID-19 vaccine introduction is the world's largest vaccination drive and roll out requires planning at various levels. To fulfil the objective, NSS Unit of the college in collaboration with Kheluwa Block Hospital authority vaccinated about 180 people of Nowjan – Darikapar area.

To ensure compliance of Aadhaar Act by all individual and agencies in letter and spirit: the NSS Unit of the college in collaboration with an Adhar Enrolment Centre carried out a programme for Adhar Registration of the poor people of Darikapar Nowjan Village.

1. 77 nos. of people successfully completed Adhar Registration on 07 & 08 Augt'2021.
2. 35 nos. of people successfully completed Adhar Registration on 04 & 05 Oct'2021

College has left no stone unturned to help the rural villagers of Nowjan area. Repaired even the muddy roads of the village with the help of students. Within its capacity, college donated 300 cum sand gravels and repaired the road behind the college. Plantation in both sides of the village road on various occasions by the college has become a practice.

Needs of the college know no bounds. College is in dire need of financial aid to fulfill its infrastructural strategic plan. Only in 2013, 12 nos. of teaching posts have been provincialized and 8 nos. in 2021 leaving 11 more posts as unprovincialised ones. In spite of all the above hurdles, college does not lag behind in addressing the needs of the people in and around the College.

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5. CONCLUSION

Additional Information :

BIR LACHIT BORPHUKAN COLLEGE: BIRD'S EYE VIEW

1981: A meeting on the 26th January regarding establishment of a college in Sivasagar Town was organised at Sivasagar Buddhist Temple. A resolution was passed to start a new college with Arts and Commerce Stream from the academic session 1981-82

At the very beginning the college was named as "Purbanchal College" .Within a couple of months , the name was changed to "Bir Lachit Borphukan College" in a public meeting on account of growing public demand for the change of name.

1981: 14th September -- the college started its classes with 34 students in Pre Degree 1st year in the morning shift from 6-00 am to 9-30 am at TGM H.S.School. 28 students out of 34 passed in the Final Exam. and the examination Centre was at Gargaon College, Garhgaon.

2006: Govt. Concurrence in Arts Stream with Major.

2006: 22, 23 & 24th November'2006 - CELEBRATION OF SILVER JUBILEE.

2007: Inclusion of the college under Section 2 (f).

2008: KKHSOU opened a Study Centre.

2010: -- KKHSOU offered Post Graduate courses.

 2014: The Post of 12 nos. of Asstt. Profs. have been provincialised w.e.f. 01-01-   2013.

2015: - Permanent Affiliation from Dibrugarh University.

- Inclusion in 12 (B).

2021: 8 nos. of posts have been provincialized.

Concluding Remarks :

Bir Lachit Borphukan College to its credit has a history of more than four decades with a lot of obstacles and selfless services of many. Today, college has reached a position to brood over past, present and future, and can introspect about their vision statement. Yes, college has a long way to march forward but initiation and attaining its goal to a certain extent has been fulfilled. Surely, college fraternity needs to work more in overall development of the college. State Govt. also cannot remain in semi-active stage as far financial assistance and provincialisation of dropped posts are concerned. To conclude, in the words of Swami Vivekananda: let the college community "Arise awake and stop not until the goal is reached."

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.3	**Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years** 1. **Academic council/BoS of Affiliating university** 2. **Setting of question papers for UG/PG programs** 3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses** 4. **Assessment /evaluation process of the affiliating University** Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: B. Any 3 of the above
1.2.2	**Number of Add on /Certificate programs offered during the last five years** 1.2.2.1. **How many Add on /Certificate programs are offered within the last 5 years.** Answer before DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>5</td><td>6</td><td>6</td><td>2</td><td>2</td></tr></table> Answer After DVV Verification : <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>5</td><td>6</td><td>6</td><td>2</td><td>2</td></tr></table>
1.2.3	**Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years** 1.2.3.1. **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years** Answer before DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>365</td><td>312</td><td>500</td><td>115</td><td>151</td></tr></table> Answer After DVV Verification : <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>365</td><td>312</td><td>500</td><td>115</td><td>151</td></tr></table>
1.3.3	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year**

	1.3.3.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 119 Answer after DVV Verification: 26

1.4.1	*Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders*
	
	1) Students
	
	2)Teachers
	
	3)Employers
	
	4)Alumni
	
	    Answer before DVV Verification : A. All of the above
	    Answer After DVV Verification: A. All of the above

1.4.2	**Feedback process of the Institution may be classified as follows:**
	
	Options:
	
	   1. **Feedback collected, analysed and action taken and feedback available on website**
	   2. **Feedback collected, analysed and action has been taken**
	   3. **Feedback collected and analysed**
	   4. **Feedback collected**
	   5. **Feedback not collected**
	
	    Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website
	    Answer After DVV Verification: A. Feedback collected, analysed and action taken and feedback available on website

2.1.2	**Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)**
	
	  2.1.2.1. **Number of actual students admitted from the reserved categories year wise during last five years**
	    Answer before DVV Verification:
	
		2020-21	2019-20	2018-19	2017-18	2016-17

---	---	---	---	---
170	322	330	218	391 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
144	168	168	151	168	

	Remark : Values updated as per attachment
2.3.3	**Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)** 2.3.3.1. **Number of mentors** ?????????????? ??????? Answer before DVV Verification : 28 Answer after DVV Verification: 20 Remark : Values updated as per total posts in 3-1
2.4.3	**Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)** 2.4.3.1. **Total experience of full-time teachers** Answer before DVV Verification : 647 Answer after DVV Verification: 620
3.1.3	**Number of Seminars/conferences/workshops conducted by the institution during the last five years** 3.1.3.1. **Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years** Answer before DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>19</td><td>1</td><td>1</td><td>1</td><td>0</td></tr></table> Answer After DVV Verification : <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>18</td><td>1</td><td>1</td><td>1</td><td>0</td></tr></table>
3.2.2	**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years** 3.2.2.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years** Answer before DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>9</td><td>4</td><td>3</td><td>10</td><td>13</td></tr></table> Answer After DVV Verification : <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>7</td><td>6</td><td>2</td><td>13</td><td>15</td></tr></table>

3.3.3	**Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

3.3.3.1. Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
12	8	9	11	10

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
6	4	3	2	1

3.3.4	**Average percentage of students participating in extension activities at 3.3.3. above during last five years**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
352	85	177	95	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
97	85	60	0	0

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	3	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	0	1	0	0

4.1.3	**Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.** *(Data for the latest completed academic year)* 4.1.3.1. **Number of classrooms and seminar halls with ICT facilities** Answer before DVV Verification : 11 Answer after DVV Verification: 3
4.1.4	**Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)** 4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
3.81	52.67	7.16	1.03	2.46 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
3.81	52.67	7.16	1.03	2.46	
4.2.4	**Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year** 4.2.4.1. **Number of teachers and students using library per day over last one year** Answer before DVV Verification : 165 Answer after DVV Verification: 100 Remark : Value changed as per attachment
4.3.3	**Bandwidth of internet connection in the Institution** Answer before DVV Verification : A. ?50 MBPS Answer After DVV Verification: A. ?50 MBPS
4.4.1	**Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)** 4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)** Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
---	---	---	---	---
5.6	8.4	4.02	7.8	5.7	

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
5.6	8.4	4.02	7.8	5.7

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

5.1.1.1. Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
787	406	584	583	498

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
787	406	584	583	498

Remark : Values changed as per HEI clarification Response

5.1.2	**Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years**

5.1.2.1. Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4	0	4	1	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	4	1	1

5.1.3	**Capacity building and skills enhancement initiatives taken by the institution include the following**

1. **Soft skills**

	2. **Language and communication skills**
	3. **Life skills (Yoga, physical fitness, health and hygiene)**
	4. **ICT/computing skills**
	Answer before DVV Verification : A. All of the above
	Answer After DVV Verification: C. 2 of the above
5.1.4	**Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**
	5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years
	Answer before DVV Verification:
	Answer After DVV Verification :
5.1.5	**The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**
	1. **Implementation of guidelines of statutory/regulatory bodies**
	2. **Organisation wide awareness and undertakings on policies with zero tolerance**
	3. **Mechanisms for submission of online/offline students' grievances**
	4. **Timely redressal of the grievances through appropriate committees**
	Answer before DVV Verification : A. All of the above
	Answer After DVV Verification: C. 2 of the above
5.2.1	**Average percentage of placement of outgoing students during the last five years**
	5.2.1.1. Number of outgoing students placed year - wise during the last five years.
	Answer before DVV Verification:
	Answer After DVV Verification :
5.2.2	**Average percentage of students progressing to higher education during the last five years**

5.1.4.1 — Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
140	0	228	353	75

5.1.4.1 — Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
140	0	228	353	75

5.2.1.1 — Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
48	10	4	8	3

5.2.1.1 — Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
12	2	4	3	3

	5.2.2.1. Number of outgoing student progressing to higher education. Answer before DVV Verification : 20 Answer after DVV Verification: 22
5.2.3	**Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)** **5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years** Answer before DVV Verification: | 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 | | 1 | 0 | 0 | 1 | 1 | Answer After DVV Verification : | 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 | | 5 | 1 | 1 | 3 | 1 | **5.2.3.2. Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years** Answer before DVV Verification: | 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 | | 1 | 0 | 0 | 1 | 1 | Answer After DVV Verification : | 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 | | 5 | 1 | 1 | 3 | 1 |
5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.** **5.3.1.1. Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.** Answer before DVV Verification: | 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 | | 5 | 3 | 2 | 3 | 6 | Answer After DVV Verification :

5.2.3.1 Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	1	1

5.2.3.1 Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	1	1	3	1

5.2.3.2 Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	1	1

5.2.3.2 Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	1	1	3	1

5.3.1.1 Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	3	2	3	6

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	3	3

5.3.3	**Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
9	52	45	43	40

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
5	3	4	1	1

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

Answer before DVV Verification : C. 3 Lakhs - 4 Lakhs
Answer After DVV Verification: C. 3 Lakhs - 4 Lakhs

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.**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
20000	0	2000	0	2300

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
15	0	0	5	0

6.3.4	**Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
36	4	4	0	5

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
29	3	4	0	5

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	8.24	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	8.24	0	0

6.5.3	**Quality assurance initiatives of the institution include:** 1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements** 2. **Collaborative quality intitiatives with other institution(s)** 3. **Participation in NIRF** 4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)** Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above
7.1.4	**Water conservation facilities available in the Institution:** 1. **Rain water harvesting** 2. **Borewell /Open well recharge** 3. **Construction of tanks and bunds** 4. **Waste water recycling** 5. **Maintenance of water bodies and distribution system in the campus** Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above
7.1.6	**Quality audits on environment and energy are regularly undertaken by the Institution and any**

awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Answer before DVV Verification : B. 3 of the above
Answer After DVV Verification: B. 3 of the above
Remark : Sl.No.1,3 & 5 HAVE BEEN CONSIDERED

7.1.10	**The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.** 1. **The Code of Conduct is displayed on the website** 2. **There is a committee to monitor adherence to the Code of Conduct** 3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff** 4. **Annual awareness programmes on Code of Conduct are organized** Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above

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:

2020-21	2019-20	2018-19	2017-18	2016-17
155	155	140	140	140

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
151	151	140	140	140

2.3	**Number of outgoing / final year students year-wise during last five years** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
111	135	99	157	89

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
131	242	217	212	123

| 3.1 | **Number of full time teachers year-wise during the last five years** |

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
29	29	29	29	29

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
20	12	12	12	12

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