

DR. BIRINGGI KUMAR BAROOAH COLLEGE
PURANIGUDAM, NAGAON, ASSAM -782141

Annual Quality Assurance Report
(AQAR)- 2016-2017



TO BE SUBMITTED TO
NATIONAL ASSESSMENT AND ACCREDITATION
COUNCIL (NAAC)

**The Annual Quality Assurance Report (AQAR) of
Dr. B.K.B.College, Puranigudam, Nagaon, Assam**

For the Academic Year: July 1, 2016 to June 30, 2017

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

1. Details of the Institution

1.1 Name of the Institution	DR. Birinchi Kumar Barooah College.
1.2 Address Line 1	PURANIGUDAM
Address Line 2	PURANIGUDAM
City/Town	NAGAON
State	ASSAM
Pin Code	782141
Institution e-mail address	bkb.college@hotmail.com
Contact Nos.	9864489507
Name of the Head of the Institution:	DR. BHUPEN SAIKIA
Tel. No. with STD Code:	9864489507

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 **NAAC Track ID**(For ex. *MHCOGN 18879*)

1.4 **NAAC Executive Committee No. & Date:**
(For Example *EC/32/A&A/143 dated 3-5-2004.*
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollge.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C++	68.00	4 th Nov, 2004	5years (2004 to 2009)
2	2 nd Cycle	C	2.00	27 th March2011	5 years (2011 to 2016)

1.7 Date of Establishment of IQAC :

1.8 **AQAR for the year** (*for example 2010-11*)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2014-15 on 31/12/2018
- ii. AQAR 2015-16 on 31/12/2018

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women
Urban Rural Tribal

Certificate is in Annexure i.

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

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

Certificate is in Annexure ii

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

- a) Higher Secondary under AHSEC
- b) B. A under KKHSOU
- c) PG under IDOL
- d) D.El..ED under KKHSOU
- e) Certificate course on basic computer offered by institution

1.12 Name of the Affiliating University (*for the Colleges*)

Gauhati University

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

Autonomy by State/Central Govt. / University

x

University with Potential for Excellence

x

UGC-CPE

x

DST Star Scheme

x

UGC-CE

x

UGC-Special Assistance Programme

x

DST-FIST

x

UGC-Innovative PG programmes

x

Any other (*Specify*)

x

UGC-COP Programmes

x

2. IQAC Composition and Activities

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

18

IQAC Composition is in Annexure iii

2.10 No. of IQAC meetings held

03

IQAC Composition is in Annexure iv

2.11 No. of meetings with various stakeholders:

No.

5

Faculty

3

Non-Teaching Staff

1

Students

1

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

x

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

4

International

National

State

Institution Level

(ii) Themes

1. Waste management: step towards green earth
2. Preparation of project report (workshop specially for the students)
3. Myth and realities of Assam Economy
4. Literary forum on B K Barua's creative and critical works

2.14 Significant Activities and contributions made by IQAC

1. Initiated research oriented activities to promote the spirit of research and encouraged faculty to complete the on-going research programmes.
2. Awareness created among students and alumni about the celebration of Golden Jubilee of the college involving pass outs, stakeholders, local society and organizations.
3. Helped the authority in organising the inaugural session of the Golden Jubilee ensuring participation of dignitaries such as Vice Chancellor (G.U), President, Asom Sahitya Sabha
4. Conducted seminars and workshop in collaboration with the departments concerned.

5. Initiated research oriented activities to promote the spirit of research and encouraged faculty to complete the on-going research programmes.
6. Awareness created among students and alumni about the celebration of Golden Jubilee of the college involving pass outs, stakeholders, local society and organizations.
7. Helped the authority in organising the inaugural session of the Golden Jubilee ensuring participation of dignitaries such as Vice Chancellor (G.U), President, Asom Sahitya Sabha.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Workshop on preparation of seminar paper and project report	Workshop conducted from 27/02/2017 to 1/3/2017 with resource person and student participants from neighbouring colleges.
Student oriented programme on sustainable growth and environment protection.	Symposium on waste management and steps towards a Green Earth, held on 3/4/2017 attended mostly by our students and faculty.
Proposed a talk on The Brahmaputra as a great source of resource and industry.	Prof Chandan Mahanta delivered a lecture on the potentialities of the mighty Brahmaputra based on some findings of research projects completed in IIT, Guwahati. One such finding is the prospect of Sramic tyles industry in the Brahmaputra valley based on the silica contents in its siltation.
Lecture programme on Assam Economy	Prof. Hiranya Nath of Sam Huston University on Economic Development of Assam : myth and realities on 15/03/2017
A programme to be organised in collaboration with Sahitya Academy	A literary forum was held in the college premises on the creative and critical contributions of Dr. Birinchi Kumar Barua. On 09/06/2016
Departments are to be encouraged to hold seminar, workshop, and symposia either under UGC or at their own initiative.	The department of Geography organised a week-long workshop on Remote Sensing and GIS in collaboration with Aranyak, a Guwahati based NGO

Proposed to organise a broad based Alumni meet	Alumni meet held on 25/06/2018 with the participation of around 300 alumna
Funds to be mobilised for construction of a well-furnished canteen to address the students' long standing demand.	The new RCC college canteen was completed with financial assistance from the state government towards the end of this session.
RUSA perspective plan to be prepared and submitted for infrastructure and academic growth.	Perspective plan submitted.
Initiatives to be taken for opening P G course in Assamese.	Inspection for PG in Assamese was done on 10/06/2017

* Attach the Academic Calendar of the year as Annexure v.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The governing body of Dr. B K B College in its sitting on 29/12/2018 had approved the AQAR for the session 2016-17 with a note of regret that delay in submitting AQARs is counterproductive to academic growth and assessment of institutional capacity.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	nil	nil
PG	Nil	Nil	nil	nil
UG B. A in English Literature B. A in Assamese Literature B A in Economics B A in Geography B A in History B A in Pol. Science B A in Education B A in Performing Arts (Satriya) B A in Sociology B A in Psychology General English Environmental Studies	01	Nil	nil	Nil
PG Diploma	Nil	Nil	nil	Nil
Advanced Diploma	Nil	Nil	nil	Nil
Diploma	Nil	Nil	nil	Nil
Certificate	01	Nil	nil	Nil
1. PG IDOL, 2. HS 3. UG KKHSOU 4. D.El.Ed	04			
Total	06			

Interdisciplinary	Nil	nil	nil	Nil
Innovative	Self-styled certificate course on creative and critical practice and communicative English under B K Barua Centre for Creative and Critical Practice conducted by the Dept, of English.		nil	nil

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

Pattern	Number of programmes
Semester	01
Trimester	nil
Annual	nil

1.3 Feedback from stakeholders* Alumni Parents Employers Parents
(On all aspects)

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

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

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

Revision of syllabus is not within our purview.

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

Dr. Birinchi Kumar Barua Centre for Creative and critical Practice under the supervision of the department of English was started from this year. The centre has planned to introduce a certificate course on communicative English and a course on creative and critical practice at the initiative of the English department with due recognition from the parent department. However, the centre has started an informal course on creative and critical practice at its own strength on an experimental basis.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
20	10	10	nil	

2.2 No. of permanent faculty with Ph.D.

4

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	5								

2.4 No. of Guest and Visiting faculty and Temporary faculty

		11
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	12	31
Presented papers	-	9	9
Resource Persons	-	3	7

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

Though the traditional lecture method with black board and chalk rules the scene, efforts have been made to innovate the teaching learning process with ICT tools such as e-resources, audio-visual aids along with charts, field trips etc. Certain departments like geography has software supported GIS lab, certain high-tech tools and teaching aids in the departments of Psychology and Education. The department of performing arts has been accustomed to a large array of cultural accessories somehow managed at institutional and individual initiatives.

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

180

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

No such reforms Initiated

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

01

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2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				Pass %
		Total no.of students passed	I %	II %	III %	
B.A (Major)	121	111				91.73%
B.A (General)	147	81				55,10%

Title of the Program	Total No. Of students appeared	Division				
		Distinction %	I %	II%	III%	Pass %
HS under AHSEC	64			11	33	68.74
Certificate Course on Basic Computer	25	-	25	-	-	100%
PG under IDOL	04	-	2	2	-	100%
B.A under KKHSOU	83	-	-	65	-	79%
D.EL.Ed under KKHSOU	91	-	-	87	-	95%

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

At the very beginning of academic session the IQAC issues some instructions to the heads of the department to prepare lesson planning, unitisation of the course to be taught, academic diary to be strictly maintained; finalises the Bkbian Groups and assigns the responsibility of conducting group activities to each teacher. Before the commencement of semester examination the IQAC assists the principal to scrutinise the progress reports of each department. Besides, IQAC is the only coordinating agency in planning and conducting extracurricular, extension activities and preparing perspective projects for institutional growth. The coordinator of IQAC had prepared the entire perspective plan for the current session worth project value 4 crore. The feedback forms are prepared and the results are analysed in a way that enables the authority to initiate corrective measures. Certain works and action plans were to be devised when the teacher mentors of Bkbian groups submitted their reports of group activities. Many of the scholastic and extension activities initiated by the IQAC were prompted by such experiences of Bkbian groups (For eg workshop on research project preparation).

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	X
HRD programmes	x
Orientation programmes	x
Faculty exchange programme	01
Staff training conducted by the university	x
Staff training conducted by other institutions	x
Summer / Winter schools, Workshops, etc.	Summer School 01, organised by Sarba Siksha Assam Workshops organised at college 25
Others	02 (short term courses)

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	08	02	nil	12
Technical Staff	nil	nil	nil	nil

Criterion – III

3. Research, Consultancy and Extension

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

- *The IQAC organised a workshop on research project preparation for the students keeping in view the needs of the students who have to write assignment in the departments of history, Geography Assamese.
- *The faculties getting registered for research are encouraged to apply for FIP under 12th plan period.
- *The IQAC taking cognizance of research imperatives offers necessary suggestions to the faculty concerned for fruitful execution of research works.
- *Research paper prepared by the faculty for presentation in Seminar, workshop and conference etc are scrutinised when needed.
- *the IQAC during its sitting with the departments suggested them to publish a research Journal, preferably peer reviewed one. Dr. Abinash Bharali of the department of Economics has initiated the process of applying for ISSN number.
- * Faculties are generally encouraged to participate in workshops on Research Methodology and also to apply for Minor Research Project, Major Research Project .

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	01	nil	03
Outlay in Rs. Lakhs	4 lakhs	1,40 lakhs	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	2	-
Non-Peer Review Journals	-	6	-
e-Journals	-		-
Conference proceedings	-	2	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	nil			
Minor Projects	nil			
Interdisciplinary Projects	nil			
Industry sponsored	nil			
Projects sponsored by the University/ College	nil			
Students research projects <i>(other than compulsory by the University)</i>	nil			
Any other(Specify)	nil			
Total	nil			

3.7 No. of books published i) With ISBN No.

Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from : Nil

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	--	-	-	02
Sponsoring agencies	-	-	-	-	One by Sahitya Academy

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
01	x	x	01(Dr Bhupen Saikia awarded Sabha Hitaishee)	x	x	01

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

	University level	<input type="text" value="x"/>	State level	<input type="text" value="x"/>
National level	International level	<input type="text" value="x"/>		<input type="text"/>

3.22 No. of students participated in NCC events:

	University level	<input type="text" value="x"/>	State level	<input type="text" value="19"/>
National level	International level	<input type="text" value="03"/>		<input type="text" value="x"/>

3.23 No. of Awards won in NSS:

	University level	<input type="text" value="x"/>	State level	<input type="text" value="x"/>
National level	International level	<input type="text" value="x"/>		<input type="text" value="x"/>

3.24 No. of Awards won in NCC:

	University level	<input type="text" value="x"/>	State level	<input type="text" value="x"/>
National level	International level	<input type="text" value="x"/>		<input type="text" value="x"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="2"/>		
NCC	<input type="text" value="03"/>	NSS	<input type="text"/>	Any other	<input type="text"/>

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

- The women cell of Dr. B K B College observed Children Day at 475 No Putani Muktab Prathamik Bidyalaya on 14th Nov.2016. It distributed fruits, sweets, books and study materials among the students. The Cell also observed International Women's day on 8th march 2017.
- Awareness Camp on health and maternity in collaboration with Information and Broad casting ministry, Assam at Barchungjhar, Model Village of Dr. B K B College on 8th and 9th march 2017.
- The IQAC with the faculties cooperated with the district administration in celebrating Namami Brahmaputra as a part of Govt's initiative to protect and promote water resources of the state. Several academic programmes were organised and the tourism potentialities of the state were showcased.
- The B K B College Award for the year 2016 was offered to Chao Lokeswar Gogoi, a dedicated folklorist who has to his credit authored a series of books on Assam's Folklore

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2.002 acres	-	-	2.002 acres
Class rooms	20	-	-	20
Laboratories	4	-	-	4
Seminar Halls	01	-	-	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

There has been partial automation since 2010 with SOUL software.

Of late there has been online mode of communication with the parent university, filling up forms of examination, declaration of result etc. All the departments are conversant with ICT tools and the process of generating question papers, mark sheet, list of candidates for admission.

Efforts are on to provide digital inputs to the library along with an institutional repository

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12817	1863923	575	11339	13392	1977862
Reference Books	1062	272994	84	21359	1146	294353
e-Books	Through NLIST	Free				
Journals	671	26186	41 issues	2975	712 issues	29161
e-Journals	Through NLIST			free		
Digital Database	1	x	x	x	1	x
CD & Video	5	2000	x	x	5	2000
Others (specify magazines)	5663	51583	11(221 issues)	8646	6784	60229

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	37	10	Only in the coputer center	nil	11	03	08	05
Added	01						01	
Total	38	10			11	03	09	05

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

A certificate course on basic computer application has been conducted under the supervision of Almin Benzir, MSc, PGDCA for the students. Teachers have got orientation in this field during the period of Refresher Course, Orientation Course, workshops on the use of ICT and so on.

4.6 Amount spent on maintenance in lakhs :

i) ICT	429660
ii) Campus Infrastructure and facilities	651076
iii) Equipments	453540
iv) Others	1645324
Total :	3179600

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC holds meetings periodically with the Students' Union to chalk out ways for quality enhancement and provides update on the existing student support services. The students' Union in turn sensitise the students in general in course of their interaction with the general students.

During the sittings with the departments the IQAC suggests the faculties concerned to provide necessary updates to the students about using the Library resources, computer lab, Canteen, girls' Hostel, Gymkhana , Basketball court, Auditorium etc.

The IQAC coordinator cooperates with the librarian in arranging a series of meetings with the students suggesting them the rules and regulations while using library books, journals and other resources.

Certain routine events such as freshmen social, prize distribution day offer a platform to IQAC and other stakeholders to interact with the student community on the use and careful handling of student support services.

5.2 Efforts made by the institution for tracking the progression

IQAC takes the initiative of making an assessment of the overall academic and extracurricular activities and place the same to the college authority for required corrective measures. The Principal on the strength of the report places the matter in the meetings of the Governing Body. The feedback collected from the students, alumni and parents along with the results provide us an insight into the growth and progression.

Research activities in the college in terms of MRP, Ph. D, participation in seminars, workshop have been encouraging.

Students' result and participation in higher level competitions have greater scope for improvement.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others				
			HS under AHSEC	Basic Computer Course under College	PG under IDOL	UG under KKHSOU	D.El.ED. under KKHSOU
1044	nil	nil	64	113	08	83	91

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	485	46.46		559	53.54

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
440	113	55	328	x	936	488	123	72	361	x	1044

Demand ratio 1;1

Dropout 5.96 %

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

The departments arranges some counselling classes for the major students after completion of the under graduate course. They generally counselled on the choice of subjects, preparation for the on line entrance examinations.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SLET GA CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Important career information deemed suitable for the students are displayed in the board for general perusal. Faculties of the departments are always in touch with the students to guide them whenever needed. Besides, career counselling professionals are often invited to address the students on such matters.

No. of students benefitted

Meant for all the interested students

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
nil	nil	nil	nil

5.8 Details of gender sensitization programmes

Being a centre of co-education gender differences are sought to be minimised through constant monitoring, facilitating equal participation in all curricular and extracurricular activities within and outside the campus.

Issues relating to the women community are promptly addressed; they are encouraged to freely express their grievances.

5.9 Students Activities

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

State/ University level

13

National level

International level

No. of students participated in cultural events

State/ University level

National level

International level

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

Sports : State/ University level

x

National level

x

International level

x

Cultural: State/ University level

x

National level

x

International level

x

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	01	1500/
Financial support from government	x	x
Financial support from other sources	x	x
Number of students who received International/ National recognitions	x	x

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

2 (by NSS Sachsa Bharat Abhijan , celebration of Children day by the Students' union in collaboration with the Women Cell.

5.13 Major grievances of students (if any) redressed:

Demand for Re-election to the post of General Secretary, students' union was addressed considering the narrow margin of votes received by the winning candidate.

A well furnished College Canteen had been a long standing demand of the student which was ready for use in the last part of the current session.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

To impart higher education in under graduate level to the cross section of learners (basically belonging to the socio-economically backward communities) at an affordable cost through a syllabus designed by the parent university and a curriculum-extension interface at our own initiative.

Mission

To generate knowledge and develop cognitive abilities through well planned curriculum, co-curricular and extracurricular activities, teaching methods and evaluation procedure.

To inculcate values and preserve socio-cultural identities, to ensure equal development and foster a sense of belongingness to the nation, language and culture.

To realize social needs and arouse awareness among the students regarding emerging realities, environmental and other challenges.

6.2 Does the Institution has a management Information System

No MIS software has so far been installed in the college. But all administrative and academic activities such as salary statement, records of admission, results of both external and internal examinations, perspective plans under RUSA, activities of IQAC etc are generated through Computer.

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

6.3.1 Curriculum Development

The syllabus is given a functional curricular shape

1. by incorporating extension activities in the academic calendar. Laboratory and field inputs are introduced where applicable,
2. unitizing and assigning the units to individual teachers considering their area of specialisation for smooth deliberation
3. Teaching methodologies are reviewed with an attempt to upgrade the same with ICT tools for improvement of the teaching learning situation.
4. Feed back on course content and teachers' performance collected from the students and alumni help a good deal in making a self-assessment and overall curricular development.

6.3.2 Teaching and Learning

The initiatives in this area mostly consist in making the entire environment learner-centred. A strong feedback system makes the authority aware of the needs to be fulfilled; the grievances to be addressed. The college authority has to risk huge financial liabilities to maintain salary and other facilities for the teachers working against non sanctioned posts. Shortage of staff due to unaddressed vacancies and non-recruitment of faculties in the newly introduced subjects have been a major challenge in maintaining higher standards of teaching learning activities.

6.3.3 Examination and Evaluation

The College follows the examination schedule both for the internal and external from the parent university and conducts the same with the help of the separate committees. The V. C is generally entrusted with the activities of the internal examination while separate committees are formed with an AOC to conduct the semester final examinations. All the faculties are involved in examination of scripts and the college has been conducting examination zones for several years.

6.3.4 Research and Development

The students of the department of Assamese, Education, History, and Geography are trained by the faculty in preparation of project report and seminar papers. Keeping in view the needs of the students, an inter college workshop on research project preparation was conducted in this session with resource persons from other colleges.

The IQAC encourages the faculties to get enrolled in Ph. D programme, apply for MRP

In the current session three Ph. D research works have been completed and one is going on .

6.3.5 Library, ICT and physical infrastructure / instrumentation

A central library being maintained by a qualified librarian with gradual efforts towards digitalisation along with several thousand hard copies of books and journals, CC TV surveillance services have been introduced.

6.3.6 Human Resource Management

Facilities such as Child Care Leave, FIP for pursuing research degrees, best library user, best graduate awards are in practice.

6.3.7 Faculty and Staff recruitment

The college follows the standard guidelines in matters of faculty and staff recruitment as laid down by UGC and state govt. Vacancies are filled up in the same process after procuring permission from the director of higher education. The governing body appoints part time teachers and office staff when needed at consolidated pay for smooth conduct of administrative and academic affairs.

6.3.8 Industry Interaction / Collaboration

nil

6.3.9 Admission of Students

Admission of students to the existing programmes is done on the basis of merit and following the guidelines issued by the govt. from time to time. There is, however, relaxation of marks in case of the students belonging to ST, SC. OBC etc

6.4 Welfare schemes

Teaching	Mutual benefit funds, GSLI, GIS,
Non teaching	Mutual benefit fund, salary in advance at the time of need.
Students	Corpus fund, Poor fund

for

6.5 Total corpus fund generated

105,110/

6.6 Whether annual financial audit has been done

Yes

yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	no	x	x	x
Administrative	no	x	x	x

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

For UG Programmes Yes No

For PG Programmes Yes No

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

On line system for filling examination forms and declaring result is in practice.
Care has been taken for timely announcement of final results.

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

A separate council for dealing with development activities of the affiliated colleges was set up by the parent university and this CDC is entrusted with the responsibilities of facilitating, negotiating and counselling the college authorities on academic issues.

6.11 Activities and support from the Alumni Association

The Alumni Association in its conference on 25th June 2017 decided to mobilise its strength in terms of cash, kind and active participation in overall growth of the institution and for celebration of Golden Jubilee. The association among other works decided to install a life-size statue of Dr. B K Barua in this session.

6.12 Activities and support from the Parent – Teacher Association

Conscious parents of the surrounding villages shared their hard earned little money for Jubilee celebration, participated in the college events.

6.13 Development programmes for support staff

Support staff like electrician, plumber, sewage cleaner, and computer technician is already trained personnel engaged in different farms. They are available on contact.

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

NSS and NCC units periodically organises campus cleaning drives.

Plantation of saplings is a regular feature on world environment day and any important event celebrated in the college.

Consumption of chips, Gudkha, pan masala tobacco etc are strictly prohibited

Use of non- biodegradable disposable goods are minimised and nearby water bodies are maintained.

Criterion – VII

7. Innovations and Best Practices

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

1. Knowledge exchange programme in the schools of clustering villages by the faculties of Assamese, English.
2. Sponsoring students having excellence in the field of sports, athletics and music.
3. Wall magazine and cultural procession competition on the occasion of the College week

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

The action plans prepared at the beginning of the year has been materialised so far the following actions are taken

1. Construction of a RCC canteen for students with infrastructure grant from the Govt. of Assam
2. RUSA perspective plan was submitted with project details
3. Workshop on research project preparation with students and resource persons from neighbouring colleges was a successful one. All related technicalities of preparing hypothesis, working bibliography, the style of footnotes, end notes and labour and honesty of researcher to avoid plagiarism were taken up in the weeklong workshop.
4. Lecture programmes on 1. **Waste: a problem or a resource (Reduce, Reuse and Recycle)** 2, **Brahmaputra; protecting and conserving a threatened river** were successfully organised where a large number of students and representatives of local society had participated.
5. The Alumni Association of Dr. B K B College held a meeting on 25/07/2017 ensuring participation of around 300 pass outs.
6. Prof. Hiranya Kumar Nath was invited to deliver a lecture on the myth and realities of Assam's economy which was attended by the students, faculties and members of the local society.
7. But opening of P G course in Assamese remained in the initial stage of inspection.

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

1. Introduction of **Birinchi Kumar Barua College Award** to be offered every year to a person who has been silently involved in research, promotion, and exploration of Assamese culture, language, literature and history.
2. Faculty Exchange programme with Khagarijan College, Nagaon initiated in this session.

**The details are in annexure vii*

7.4 Contribution to environmental awareness / protection

Awareness programmes for protection of flora and fauna, plantation of sapling is conducted with NSS, NCC and Alumni Association on environment day, college foundation day etc

Students of third semester are taken on environmental tour and they have to submit project report on a specific environmental issue.

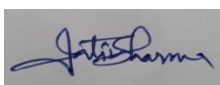
7.5 Whether environmental audit was conducted? Yes No

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

Dr. B K B College has still a higher destiny to achieve. Vocational component in the existing curriculum can serve the community better along with the existing course of studies.

8.Plans of institution for next year

1. Opening of commerce stream
2. Closing ceremony of golden Jubilee celebration to be celebrated in a grand manner involving all stakeholders.
3. Publication of a few books synchronising the golden jubilee celebration of Dr. B K B College.
4. Construction of new class room, renovation of old structures, and the auditorium
5. Procurement of ICT tools, installation of Digital library, purchase of books for central library.



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



Signature of Chairperson, IQAC

**Principal
Dr. B.K.B. College
Puranigudam
Nagaon (Assam)**

Academic Calendar for the Academic Year 2016-17

(Dr. B.K.B. College follows the Academic Calendar as designed by Gauhati University by incorporating some scholastic and non-scholastic activities)

July, 2016 to June, 2017

Date (s)	Events/ Activities
1 - 31 July, 2016	Summer Vacation
31 st , July, 2016	Establishment day of the college is celebrated
Monday, August 1, 2016	Commencement of 1st, 3rd, and 5th Semester Classes
15 th August, 2016	Independence Day is celebrated
18 th August, 2016	Inaugural Programme of Golden Jubilee is Celebrated
19 th & 20 th August, 2016	Freshmen Social is celebrated
5 th September, 2016	Teacher's Day is celebrated
8 th September, 2016	IQAC Meeting is held
3rd Week of September, 2016	Sessional Examinations <i>Sessional examinations should be conducted during the class period</i> <i>without affecting the normal class routine</i> Sessional Examination for Odd Semesters is held from 26 th – 29 th September, 2016
1 - 31 October, 2016	Field Trip (subject specific), if any, is to be completed during this period <i>Normal classes will continue</i>
6 th October, 2016	Student's Union Election

22 nd October, 2016	Dr. B.K.B Memorial Symposia
27 th October, 2016	Reelection of Student's Union Election
5 th November, 2016	Rashtriya Akta Saptah Programme Meeting Excursion to Chaygaon, River Dolphin Project by the 3 rd Semester (Major) students in Geography on 5 th November, 2016.
14 th November, 2016	Children's Day celebrated at Muktab School, Puranigudam by the Women Forum on 14 th November, 2016 and distributed books and sports equipments among the students of the school.
21 November - 3 December, 2016	Odd Semester examinations (Practical) Practical Examination for 1 st Sem, 5 th Sem and 3 rd Sem in Geography on 18/11/16, 22/11/16, 23/11/16 and 25/11/16 respectively. Practical Examination for 5 th Semester in Sattriya dance (General) on 28 th November, 2016 Practical Examination for 5 th Semester in Education (Major) on 9 th November, 2016 Field Trip to Tezpur by the H.S. 2 nd year students on 29 th November, 2016.
5 December - 23 December, 2016	Odd Semester examinations (Theory) End Semester Examination for 1 st and 5 th Semester from 3 rd – 15 th December, 2016 End Semester Examination for 3 rd Semester from 16 th – 30 th December, 2016 Examination Zone for 3 rd Semester Examination (General), 2016 starts
24 December, 2016 - 17 January, 2017	End Semester Vacation

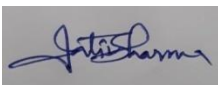
Wednesday, January 18, 2017	Commencement of Even Semester Classes
Thursday, January 12, 2017	Evaluation of Answer Scripts of Odd Semester Examinations be completed by this date
26 th January, 2017	Celebrated Republic Day
1 - 7 February, 2017	College Week College has organized Annual Sports Week from 11 th February – 18 th February, 2017
6 th February- 8 th February, 2017	The students of Economics Department and Pol. Science Department have visited the Assam Legislative Assembly
20 th February – 20 th March, 2017	H.S 2 nd Year Examination
27 th February – 1 st March, 2017	Workshop on Project Report Preparation
15 th March, 2017	Popular Talk on Economic Development of Assam: Myths and Realities
3rd Week of March, 2017	Sessional Examinations <i>Sessional examinations should be conducted during the class period without affecting the normal class routine</i> College has organized the Sessional Examination for Even Semester from 5 th April – 10 th April, 2017 Field Trip to Mental Hospital, Tezpur by the 6 th Semester (Major) students in Education on 30 th March, 2017.
8 th March, 2017	International Women’s Day celebrated at Model Village (Borsunger) by the Women Forum
3 rd April, 2017	Seminar on “Waste Management: A Step towards Green Earth” on the occasion of Namami Brahmaputra Festival
22 - 29 April, 2017	6th Semester Examination (Practical) Practical Examination for H.S. 2 nd Year, H.S. 1 st Year, 6 th Sem, 2 nd Sem 4 th Sem in Geography on 16/3/17, 10/4/17,

	<p>21/4/17, 22/4/17, 28/4/17, 29/4/17 and 3/5/17.</p> <p>Practical Examination for 6th Semester in Education (Major) on 19th April, 2017.</p> <p>Project Report Presentation by the 6th Semester (Major) students of History Department on 22nd April, 2017.</p>
26 th April, 2017	Popular Talk organized by the Dept. of Geography
23 - 30 May, 2017	<p>2nd and 4th Semester Examinations (Practical)</p> <p>Practical Examination for 4th Semester in Sattriya dance (General) on 29th April, 2017</p>
2 - 22 May, 2017	<p>Even Semester Examinations (Theory)</p> <p>End Semester Examination for 2nd and 6th Semester from 5th May- 18th May, 2017</p> <p>End Semester Examination for 4th Semester from 19th May – 29th May, 2017</p>
5 th May, 2017	Commencement of H.S 2 nd Year Classes
16 th May, 2017	Examination Zone starts for 4 th Semester Examination (General), 2017
May - June, 2017	<p>Admission process to the 1st Semester of TDC classes should be completed within 12 days of declaration of HS results</p> <p><i>Classes should commence within 5 days of the completion of the admission process</i></p>
Thursday, June 1, 2017	Commencement of 3rd and 5th Semester Classes
5 th June, 2017	World Environment Day is observed in association with the NSS Unit
9 th June, 2017	Lecture Programme on Life and Works of Dr B.K.Baruah
10 th June, 2017	IQAC Meeting

Monday, June 12, 2017	Evaluation of Answer Scripts of Even Semester Examinations be completed by this date
19 th -21 th June, 2017	Admission of BA 1 st Semester (Major & General) & B.Com (Major & General)
23 rd June, 2017	Admission of HS 1 st Year

Notes:

- (a) *Notifications about Fill-up of Examination Forms, commencement of semester examinations, and declaration of results will be issued from the Office of the Controller of Examination, GU.*
- (b) *Election of Student Union Bodies will be as per UGC notifications (vide Lyngdoh Committee Recommendations)*



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



Signature of Chairperson, IQAC

**Principal
Dr. B.K.B. College
Puranigudam
Nagaon (Assam)**

STUDENT FEEDBACK

Annexure (vi)

For the Year 1st July, 2016 to 30th June, 2017

This questionnaire has been designed by the IQAC, Dr. B.K.B. College to seek a feedback from the student to strengthen the quality of teaching-learning environment and to look for opportunities to improve teacher's performance in classroom engagement with students to bring excellence in teaching and learning.

Please evaluate the course, faculty member and departmental library on a rating scale of 1-5 by encircling the desired number. **(1 = Poor, 2 = Average, 3 = Good, 4 = Very Good and 5 = Excellent)**

Data are collected from 110 students of 2nd, 4th and 6th Semesters.

(If the student filling the form has less than 65% attendance he/she is requested not to fill the form)

(A) FEEDBACK ON COURSES AND CURRICULAM:

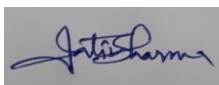
Sl. No	Feedback on Courses & CURRICULAM (1 is Minimum & 5 is Maximum)	Assamese Dept. (Average Rank)	English Dept. (Average Rank)	Economics Dept. (Average Rank)	Education Department (Average Rank)	Geography Department (Average Rank)	History Department (Average Rank)	Pol. Science Department (Average Rank)	Sociology Department (Average Rank)	Sattriya Dance Department (Average Rank)	Psychology Department (Average Rank)
1	Your teacher covered and completed the Syllabus as designed by the University in time	4.4	4.5	4.5	4.4	4.5	4.2	4.0	4.2	4.3	4.1
2	Your teacher refers to relevant resources and latest development in the field of subject	4.2	4.4	4.4	4.2	4.3	4.0	4.2	4.1	4.2	4.1
3	Skill of your teachers linking subjects to real life experiences and creating interest in the subject	4.3	4.4	4.6	4.3	4.3	4.2	4.1	4.2	4.2	4.3
4	Your teacher uses Audio Visual Teaching Aids in the classes	2.8	3.6	3.8	3.9	3.9	2.6	2.4	2.1	2.4	2.1
5	Classroom teaching increased your interest in the subject	4.4	4.7	4.8	4.7	4.5	4.4	4.4	4.6	4.4	4.4
6	Overall quality of teaching and interaction	4.4	4.6	4.5	4.3	4.4	4.4	4.1	4.2	4.2	4.2
7	Fairness in marking in Sessional Examinations	4.6	4.7	4.7	4.6	4.7	4.7	4.5	4.5	4.6	4.7
8	Extra Classes are Held	4.1	4.5	4.5	4.3	4.4	4.4	4.1	4.1	4.2	4.0

9	Co-operation to solve academic and personal problems	4.5	4.7	4.7	4.5	4.6	4.7	4.2	4.6	4.6	4.6
10	Helps students in developing professional skills and realizing career goals	4.2	4.7	4.7	4.1	4.3	4.5	4.0	4.0	4.3	4.1
11	Punctuality in the Class	4.5	4.5	4.6	4.5	4.4	4.4	4.3	4.3	4.3	4.4
12	Regularity in the Classes	4.4	4.7	4.7	4.5	4.6	4.4	4.1	4.4	4.5	4.4
13	Departmental Library Facilities	4.3	4.2	4.6	4.4	4.5	4.4	4.2	2.4	2.5	2.2
14	Satisfaction level regarding the class routine design	3.8	3.6	3.6	4.0	4.0	4.1	4.0	3.8	3.7	3.2
15	*Practical Classes are given equal importance to				4.6	4.7				4.5	4.5
16	Syllabus is overloaded and hence rushed with in class	4.0	3.9	3.8	4.0	3.7	3.9	3.8	3.4	3.5	3.4

*Only for those students who have Practical Papers

(B) FEEDBACK ON INSTITUTIONAL SUPPORT/FACILITIES:

Sl.No	Feedback on Institutional Support (1 is Minimum & 5 is Maximum)	1 (Poor)	2 (Average)	3 (Good)	4 (Very Good)	5 (Excellent)
1	Overall impact of college on Student Life	04	14	20	61	11
2	Canteen Facilities	20	39	40	10	01
3	Toilet Facilities	11	30	44	22	03
4	Drinking Water Facilities	18	30	43	15	04
5	Cleanliness of your College Campus	01	10	27	60	12
6	Central Library Facilities	03	16	29	50	12
7	Staff of the Library are cooperative and Helpful	01	09	25	71	06
8	Available books are relevant for your course contents	08	19	36	43	04
9	Office staff are cooperative and Helpful	02	10	30	63	05
10	Boys/ Girls Common Room Facilities	10	09	21	67	03
11	Sports Facilities	15	13	36	41	05
12	Quality Food provided in the Canteen	09	18	39	43	01
13	Display of New Arrivals: Books, Magazines, etc.	20	19	42	27	02



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



Signature of Chairperson, IQAC

Principal
Dr. B.K.B. College
Puranigudam
Nagaon (Assam)

PARENT FEEDBACK

Annexure (vi)

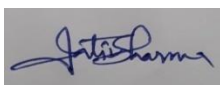
For the Year 1st July, 2016 to 30th June, 2017

This questionnaire has been designed by the IQAC, Dr. B.K.B. College to seek a feedback from the Parents of students to reinforce the quality of teaching-learning environment in the college.

Please evaluate the quality of teaching, infrastructures and other facilities provided by the college on a rating scale of 1-5 by encircling the desired number. **(1 = Poor, 2 = Average, 3 = Good, 4 = Very Good and 5 = Excellent)**

Data are collected from 110 parents of students of 2nd, 4th and 6th Semesters.

Sl. No	Feedback on Facilities available in the college (1 is Minimum & 5 is Maximum)	1 (Poor)	2 (Average)	3 (Good)	4 (Very Good)	5 (Excellent)
1	Overall available Infrastructure in the College	08	20	54	27	01
2	Administrative Office Support and Response	06	17	53	28	06
3	Field Trips and other Trips	09	21	40	33	07
4	Exposure to Extra Curricular/inter Collegiate activities	12	30	28	36	04
5	Approachability & Sensitivity of Faculties	00	13	15	69	13
6	Class Tests and Examination Conducted	00	14	20	48	28
7	Quality of Teaching	00	09	14	70	17
8	Library Facilities	04	13	20	62	11
9	Canteen Facilities and Food Quality	18	37	38	07	00
10	Class Routine of the College	03	17	30	47	13
11	Toilet Facilities	12	18	60	19	01
12	Drinking Water Facilities	20	27	48	13	02
13	Overall cleanliness of the College Campus	02	11	26	61	10

**Signature of Coordinator, IQAC****Dr. B.K.B. College, Puranigudam, Nagaon, Assam.****Signature of Chairperson, IQAC**

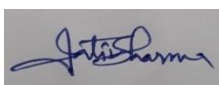
ALUMNI FEEDBACK**Annexure (vi)****For the Year 1st July, 2016 to 30th June, 2017**

This questionnaire has been designed by the IQAC, Dr. B.K.B. College to seek a feedback from the alumni to support the quality of teaching-learning environment in the college.

Please evaluate the quality of facilities provided by the college on a rating scale of 1-5 by encircling the desired number. **(1 = Poor, 2 = Average, 3 = Good, 4 = Very Good and 5 = Excellent).**

Data are collected from 70alumni.

Sl. No	Feedback on Facilities available in the college (1 is Minimum & 5 is Maximum)	1 (Poor)	2 (Average)	3 (Good)	4 (Very Good)	5 (Excellent)
1	Overall available Infrastructure in the College	04	16	53	27	00
2	Alumni Association	01	11	36	48	05
3	Overall cleanliness of the College Campus	01	08	28	52	11
4	Support of Faculty & Office Staff	00	08	14	60	18
5	Quality of Teaching	00	09	16	58	17
6	Library Facilities	04	14	20	52	10
7	Canteen Facilities and Food Quality	19	31	43	07	00
8	Toilet Facilities	13	21	46	20	00
9	Drinking Water Facilities	22	22	46	10	00
10	Support and guidance of Carrier Guidance Cell in your Placement/Higher Education	02	10	39	42	05
11	Support and guidance of your teachers and office staff in your Placement/Higher Education	03	12	30	42	13

**Signature of Coordinator, IQAC****Dr. B.K.B. College, Puranigudam, Nagaon, Assam.****Signature of Chairperson, IQAC**

Annual Report for the session 2016-17

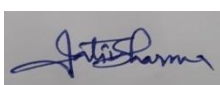
The Minutes of IQAC Meetings and Action Taken Report

The Minutes of IQAC Meeting held on 05/07/2016:

1. Resolved to conduct at least one workshop on Research Project Preparation with students and resource persons from other colleges along with our own.
2. Resolved to render support service and faculty cooperation to the national event announced by the Assam Govt. as Namami Brahmaputra from 31st to 3rd March/2016 and organise a few programmes related to the broad theme Namami Brahmaputra.
3. Resolved that research activities need to be boosted and faculty's research activities are to be facilitated with holistic support and help.
4. Resolved to convene a broad based meeting with local citizens, alumni, students' union to discuss the celebration of the Golden Jubilee event of the college with colourful activities and spirited participation of all concerned.
5. The opening ceremony of Golden Jubilee is to be synchronized with the freshmen social to be held in September/2016 ensuring participation of some dignitaries.
6. Resolved to issue notice to the HODs regarding preparation and submission of teaching plan, unitized assignments and any proposal for academic or extension activities to the IQAC office before commencement of the session.
7. It is resolved to sponsor students having excellence in sports and athletics.
8. Resolved to initiate knowledge exchange programme in the feeding centres of the college and faculty exchange program with select colleges. The coordinator is asked to negotiate and finalize an agreement with the colleges concerned.

Action Taken Report: The Principal, Dr. B.K.B. College placed a summary of the IQAC proceedings in the meeting of the Governing Body and had a discussion on the suggestions and finally decided to take the following actions -

1. All HODs are instructed to collect, scrutinize and submit the assignments, teaching plan, and proposal for academic activities to the office of the IQAC latest by the 4th week of July/ 2016.
2. The principal released Jatin Sharma and Dr. Abinash Bharali to take up new assignments from the district administration associated with celebration of Namai Brahmaputra.
3. Dr. Abinash Bharali was entrusted with the works of organizing workshop, lecture programs and seminars which he had carried out successfully in the months of March and April/2017
4. Dr. Jatin Sharma and Dr. Abinash Bharali had taken a few classes in the adjacent Higher Secondary Schools as a part of the knowledge exchange program.
5. Dr. kamal Ch. Saikia was invited to take a few P. G. classes at Khagarijan College.
6. Opening ceremony of the Golden Jubilee was a successful event. The honourable V C of Gauhati University and the Vice President of Sahitya Sabha attended the function.



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



Signature of Chairperson, IQAC

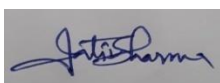
The Minutes of IQAC Meetings and Action Taken Report

The Minutes of IQAC Meeting held on 22/09/2016:

1. It is resolved that an Alumni Association Meet be arranged preferably on 25th June/2017 on the eve of the closing ceremony of Golden Jubilee and the coordinator is entrusted to monitor the progress of the work together with the other members and Alumni Association.
2. Resolved that RUSA perspective plan be prepared taking into consideration the pressing needs and requirement for renovation, new construction, augmentation of the existing support services.
3. It is resolved that the students excelling in the area of Yoga, sports, athletics be given proper incentives and sponsored to participate in inter college youth festival and other events.
4. Resolved to supervise the academic progression of the students and completion of the course by the departments.
5. It is resolved that the IQAC should prepare the feedback forms and distribute the same among the students and alumni concerned.
6. It is resolved that Dr. B K B College Award be introduced from this session to a person who has contributed to the promotion, research, and documentation of folk culture, history, language and literature.

Action Taken Report:

The major policy resolutions adopted in the meeting were promptly executed. The principal got approval from the Governing Body about the College Award and RUSA perspective plan was prepared by the coordinator accordingly. The college Award was offered to Chao Lokeswar Gogoi, a dedicated folklorist who has authored a series of books on Assamese folklore. The Alumni Association in collaboration with IQAC arranged the alumni meet on 25/16/2017. Students' participation in college week and other outreach events have been quite encouraging. Panchi Bora a rising Yoga talent was contacted for admission in our college and decided to sponsor her in pursuing national and international events. The NCC unit had participated in a CATC Army Attachment Camp from 11/07/2016 to 24/07/2016 securing first prize in Volley Ball Competition, NCC Cadet in Jorhat from 10/08/16 to 19/08/16. The focus is on to sponsor sports potentialities.



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



**Principal
Dr. B.K.B. College
Puranigudam
Nagaon (Assam)**

Signature of Chairperson, IQAC

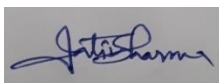
The Minutes of IQAC Meetings and Action Taken Report

The Minutes of IQAC Meeting held on 02/01/2017:

1. It resolved that the women cell of the college be involved in an outreach program at Borchunjhar, the model village at Chapanala on the occasion of International women Day.
2. Resolved to organize a literary forum in collaboration with Sahitya Academy and the departments of English and Assamese are asked to make necessary communication and arrangement.
3. Feedback from Students, Alumni and Parents are received, analyzed and the report is submitted to higher authority for follow up action.
4. Resolved to speed up some quality activities such as publication of books, a souvenir etc keeping in view the closing ceremony of Golden Jubilee.
5. The committee appreciates the proposal of Alumni Association to install a life size statue of Dr. Birinchi Kumar Barua and assures all help and support from IQAC.

Action Taken Report: The Principal of Dr. B.K.B. College after discussing the Minutes of the IQAC meeting held on with the Statutory Body and others concerned finally takes the following actions -

1. A committee under coordination of Prof Somnath Bora was formed to conduct the inaugural ceremony of the golden Jubilee and it was a grand program attended by students, local citizens and alumni.
2. The literary forum was organized in collaboration with Sahitya Academy on the contributions of B K Barua on 9/6/2017.
3. The women cell conducted a program of on health problems in association with ministry of health and broadcasting at Barchungjhar at Chapanala.
4. Appropriate reformative action was taken by the authority based on the feedback reports.
5. Altogether six books and a souvenir were published on the occasion of the golden Jubilee celebration one of them was research based.



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



Signature of Chairperson, IQAC

**Principal
Dr. B.K.B. College
Puranigudam
Nagaon (Assam)**

Best Practice 1

Title of the Best Practice: Dr Birinchi Kumar Barua Award

Dr. BirinchiKumar Barua College has been named after Dr, B K Barua who hailed from the historically famous KHARANGI Barua family of Puranigudam, Nagaon Assam. He was a leading academician, folklorist, a renowned novelist, cultural historian and a research scholar and the people of the local society paid a tribute to this towering personality while christening the college in his name. Besides celebration of the hundredth year birth centenary of Dr Barua in 2008 a proposal for introducing Dr. B K Barua College award from the current session (2016-17) was moved by IQAC in its meeting on 5/7/2016.

Context:

The rationale for conferring this Dr. Birinchi Kumar Barua award to a dedicated person in recognition of his/her contribution in the field of Assamese culture, literature and historical enquiries is to encourage the dedicated workers/researchers working in this field. Besides being an institutional tribute to the great departed soul of Assam, such practices remind our students and stake holders of the great tradition of critical and creative practices in our country. It is expected that such practices inspire our generation to contribute in this field.

Practice:

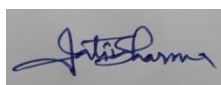
The Award for this session was offered to Chao Lokeswar Gogoi, a dedicated folklorist who has been working for decades among the indigenous ethnic communities and has authored a series of volumous works on Assamese folk culture.

Evidence of Success:

The practice of conferring a B K B College Award is expected to have positive impact upon all the persons concerned. On the day of conferring the award for the first time there was a huge gathering of students, teachers and people from the local society and there had been encouraging coverage in the news papers appreciating the efforts of the college towards inculcation of values.

Problems encountered and Resources required

So far we haven't faced any major problems in initiating the practice and it would remain sustainable even in future. The resources involved to continue the best practice are manageable at our own strength.



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



Signature of Chairperson, IQAC

**Principal
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Nagaon (Assam)**

Best Practice – 2

Title of the best practice: **Faculty Exchange programme**

Faculty exchange programme is set as a best practice to extend a faculty's experience and scholarship in a particular area which might be quite interesting and innovative for that institution in fulfilling a long standing need and also in giving their students an exposure to a visiting faculty.

Context:

The teaching learning process is basically of collaborative and participatory nature. Cognitive abilities in students can grow only in a dynamic and sharing environment, in our collaborative efforts to bring diversity and novelty to the class room. This practice of faculty exchange introduced from the current session is expected to be productive both for the institutions in general and students and teachers in particular. Because a new situation and teaching environment has no less an impact upon the teachers in grooming themselves as it is always prominent in case of the learners. It is a good practice for the management too as it can partially fulfill the need of faculties in different departments.

Practice

The IQAC of Dr. B K B College had completed the formalities of faculty exchange program with Khagarijan college, Nagaon for mutual interests and benefits. In the current session Dr. Kamal ch. Saikia was invited to Khagarijan College to take a few classes on western literature in the P G level of Assamese department and Dr. Saikia had delivered lectures and interacted with them in a couple of classes.

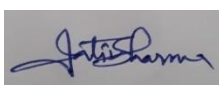
Evidence of Success

Such a practice when pressed into action has resulted in energizing the spirit of the learners; most of them even feel free to interact in a new enthusiastic environment while listening to a new teacher. As reported by Dr. Saikia initiating the maiden program of faculty exchange, this practice could be more fruitful in coming periods if organized in a broad based and more organized way.

Problems encountered and Resources required

Our dynamic faculties are to be motivated for sharing of knowledge and experience which might be laborious and taxing if it is not enjoyable for them. Experimental works always need further planning and motivation for sustainable growth.

So far resources are concerned this is the only program that can be executed with minimum capital investment.



Signature of Coordinator, IQAC

Dr. B.K.B. College, Puranigudam, Nagaon, Assam.



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