



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION  
(Effective from July 2017)**

**Accreditation - (Cycle - 4)**

**PEER TEAM REPORT ON  
INSTITUTIONAL ACCREDITATION OF  
B.N. COLLEGE, DHUBRI  
C-17146**

**Dhubri  
Assam  
783324**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
An Autonomous Institution of the University Grants Commission  
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

**Section I:GENERAL INFORMATION**

1.Name & Address of the institution:	B.N. COLLEGE, DHUBRI Dhubri Assam 783324	
2.Year of Establishment	1946	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	2	
Departments/Centres:	20	
Programmes/Course offered:	25	
Permanent Faculty Members:	62	
Permanent Support Staff:	22	
Students:	2893	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Established in 1946. Oldest college in Dhubri region. P.G. courses are run only by this college in this region. 2. Student Centric approach in the college 3. Gender Audit and Women Safety Audited college	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 30-01-2023 To : 31-01-2023	
6.Composition of Peer Team which undertook the on site visit:		
	<b>Name</b>	<b>Designation &amp; Organisation Name</b>
Chairperson	DR. RAMESH KUMAR PANDEY	Vice Chancellor,SHRI LAL BAHADUR SHASTRI National SANSKRIT University
Member Co-ordinator:	DR. VISHAL GOYAL	Professor,Punjabi University Patiala
Member:	DR. V S EXAMBI EXAMBI	FormerPrincipal,KARNATAKA COLLEGE OF EDUCATION
NAAC Co - ordinator:	Dr. Shyam Singh Inda	

## Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	<b>The Institution ensures effective curriculum delivery through a well planned and documented process</b>
1.1.2 QIM	<b>The institution adheres to the academic calendar including for the conduct of CIE</b>
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	<b>Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum</b>
1.4	Feedback System

### Qualitative analysis of Criterion 1

The college is an affiliated college under Gauhati University. All academic programmes are under CBCS mode. College also offers Add-on Courses for the students. Effective curriculum delivery is ensured through a well planned and documented process. The General Routine is prepared by the Routine Committee on the basis of which Departmental Routines are prepared and Workload is distributed among the faculty members. At the beginning of every session, teaching plans and lesson plans are prepared by the faculty members and submitted to IQAC. Monthly progress report is also submitted at the end of every month. Teachers keep the record of their activities in Teacher's Diary. HODs keep the record of the departmental activities in the HOD's diary. All curricular and co-curricular activities are carried out according to the Academic calendar which is communicated to the students through various means. The curriculum delivery is monitored regularly through Academic Council and Staff council meetings. Periodic Academic Audit is carried out by IQAC. The Feedback on Curriculum is collected from various stakeholders, analysed and report is submitted to the Governing Body for further action. The Action taken report is communicated to the affiliating University.

The Academic Calendar is prepared by IQAC at the beginning of every session and is available on the college website. The hard copy of Academic Calendar is handed over to all the students at the time of admission. The Academic Calendar provides all information regarding the total teaching days in a month, schedules of academic activities of the college including conduct of CIE through diagnostic test, midterm test, and internal assessment.

The college integrates various cross-cutting issues relevant to Gender, Environment and Sustainability, Human Value and Professional Ethics into the curriculum through the syllabus of affiliating university.

Besides these, college has introduced various Add on courses related to these cross cutting issues, like, Human Rights, Value Education, Nationalism as Reflected in Vedic Literature, Environmental Ethics as reflected in Mahabharata, Moral Psychology, Women in Leadership to name a few to integrate these issues into the curriculum. The college also conduct various activities/programs relevant to these cross-cutting issues, like, plantation drive, observing 'No fossil fuel day' on every 2nd and 4th Saturday, awareness programme on sexual harassment, cancer awareness programme, corona virus awareness programme, etc.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	<b>The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners</b>
2.3	Teaching- Learning Process
2.3.1 QIM	<b>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</b>
2.3.2 QIM	<b>Teachers use ICT enabled tools for effective teaching-learning process.</b>
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	<b>Mechanism of internal assessment is transparent and robust in terms of frequency and mode</b>
2.5.2 QIM	<b>Mechanism to deal with internal/external examination related grievances is transparent, time- bound and efficient</b>
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	<b>Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.</b>
2.6.2 QIM	<b>Attainment of programme outcomes and course outcomes are evaluated by the institution.</b>
2.7	Student Satisfaction Survey

#### Qualitative analysis of Criterion 2

College conducts Diagnostic Test at the commencement of every academic year, for the newly admitted students to know their learning level and identify slow and advanced learners. Remedial classes, one-to one interaction for slow learners and facilities to borrow extra book for advanced learners are some initiatives. In the successive years, the mid-term tests are conducted in the same manner and Track Record of the progress of the students is maintained. IQAC monitors all these activities.

The college gives much emphasis on student centric teaching-learning process and the same is incorporated in the Academic Policy of the college as well. Various student-centric methods used under experiential, participatory and problem-solving methodologies are -

Experiential: Field trips, visit to industries, visit to universities/research institutes, Classes/lectures by eminent academicians

Participatory: Hands-on training, role play/dramatisation technique, book/literature review

student seminar, Peer Class, club activities, science model and poster competition

Problem-solving: Project work, Group discussion

Various ICT enabled tools are used in teaching-learning process. There are sufficient number of ICT enabled classrooms, 1 video conferencing room and 1 seminar hall. The laboratories of science departments are equipped with ICT facilities. There are 5 computer laboratories. The College has got developed an online learning management system (**B N College Learning Management System**) where the teachers upload the

study materials/video classes and students can access the same 24x7. Teachers also use Easy Class/Google Class/ZOOM platform. One multimedia and e-language lab is also available. College also offers Add on courses on development of ICT skill of the students, like, Computer Application, Electronics, Web Designing, Basic of Python Programming, etc. The library has a Digital wing where e-books and e-journals are available for the students. Students are also encouraged to enrol in various courses under SWAYAM. Some students successfully completed SWAYAM courses.

The internal examination process is very transparent and robust. Internal examinations are scheduled as per the academic calendar.

After evaluation, the answer sheets are shown to students. The marks are finalised only after students put their signature in the consolidated mark sheet after being satisfied. The marks are displayed on the notice board of each department and the E notice board of each department in college website.

Internal examinations are compulsory for all students and departments/teachers conduct class tests time to time. All departments conduct diagnostic test for the beginners to know the academic level of the students followed by mid-term test in successive years. Field visit, industrial visit, institutional visit, survey works, seminars, home assignment etc are various tools to evaluate the students. Writing for various in-house wall-magazines, college magazines, participation in drama, music, street play, quiz, speech, debate, recitation, group discussion, essay writing competition, peer classes etc are the other forms of evaluation.

The Grievance Redressal Committee is entrusted to look into the matter of examination related grievances and appropriate measures are taken within the specific time limit. For grievance regarding marks of a paper/course, college collects complaint from student in prescribed form and forwards to University. Grievances related to internal examinations are received by the Principal and forwarded to the Head of the respective departments. College has recently introduced an Online Grievance redressal system for internal examination which is available on the college website.

College has stated Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for all academic programmes.

POs and COs are communicated to all stakeholders through the college website, prospectus, special classes and through orientation/induction programme.

The college has different types of methods and mechanisms of assessment for the attainment of programme outcomes and course outcomes. The attainment of learning outcomes is premeditated by using Direct method (Result, class performance, laboratory performance, performance in seminar/quiz/debate, club activities, library work, project work etc) and Indirect method (collection of feedback from stakeholders). Besides, the college evaluates the programme outcome through a statistical method, namely, paired t-test which shows statistically significant difference enhancement of the graduation CGPA in comparison to 1st semester CGPA which has been claimed as an indirect indication of attainment of POs and COs by the students.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	<b>Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge</b>
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	<b>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.</b>
3.5	Collaboration

### Qualitative analysis of Criterion 3

The college has created an ecosystem for innovation and took various initiatives, like, establishment of B N College Innovation Council, Research and Publication Cell, Career Counselling and Placement Cell, Vivekananda Study Centre, Skill Based Add on Courses, Students clubs. Under B N College Innovation Council college has framed its **Innovation and Start Up Policy**. Various programmes on Start-up, IPR, entrepreneurship development in Higher Education Institute, industry visit, idea competitions, etc are organised. The cell framed the *Code of Ethics to check malpractices and plagiarism in Research* for the college and organises Faculty seminar and Research methodology classes for the students. Skill-based Add-on courses like Mushroom Cultivation, Creative writing in Assamese, Electronics, Web designing, Anchoring in Sanskrit, Beekeeping and their management, Budget analysis and preparation, Preparation of Common Household materials, Fish and fishery, etc and activities under various Student Clubs, Vivekananda Study center are in place to inculcate an innovative mind set.

College has adopted five villages under **Unnat Bharat Abhiyan**, a project under Ministry of Education, GOI. Various activities, like awareness programme on Covid-19 and distribution of mask, hands-on training on Mushroom Cultivation, distribution of National Flag under Har Ghar Tiranga programme were conducted. A baseline survey was also carried out involving students and future plan of action has been prepared. Department of Chemistry carried out water quality testing & mitigation of Arsenic from drinking water in the adopted villages. College carried out a project on **Women Literacy** in one of the adopted villages.

The college conducted various outreach/extension activities in **neighbouring schools in Dhubri** town and rural area under various Govt sponsored projects. Departments/different forums undertook various programme like street-drama on Cancer-awareness, Swachh Bharat Abhiyan, programme on popularisation of languages (Sanskrit, Assamese etc), cashless transaction, voter awareness, etc. College organises pesticides health hazard and Waste to Wealth for farmers by Environment & Climate Cell. The Environment & Climate Cell has been recognised as Best Environment & Climate Cell by Department of Science, Technology and Climate Change, Govt of Assam. During the early days of the first wave of Covid-19, students and teachers of department of chemistry prepared and distributed Hand sanitizer to the frontline workers. NSS and NCC units also undertook various extension activities.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	<b>The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.</b>
4.1.2 QIM	<b>The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.</b>
4.2	Library as a Learning Resource
4.2.1 QIM	<b>Library is automated using Integrated Library Management System (ILMS)</b>
4.3	IT Infrastructure
4.3.1 QIM	<b>Institution frequently updates its IT facilities including Wi-Fi</b>
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	<b>There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.</b>

#### Qualitative analysis of Criterion 4

The college has a campus area of 64447.83 sqm. and built-up area of 35503.02 sqm with infrastructural facilities like adequate classrooms, laboratories, computing equipments, staff rooms, conference/seminar hall, library with adequate reading space, computer and language laboratories. There are 38 no of classrooms out of which 31 with ICT facilities. College has 15 well-equipped laboratories and the Chemistry laboratory is recognized for Ph.D. programs under Gauhati University. There are five computer laboratories, one E language cum multimedia lab, one ICT enabled seminar hall and one video conference room. The campus is Wi-Fi enabled with CCTV surveillance. Well-furnished library with 39,510 textbooks, 11,053 reference books, moderate number of e-books and e-journals, 34 periodicals/magazines, 2 databases, CDs/DVDs, Book Bank system, Faculty Corner and Vivekananda corner.

College has a Cultural and Sports Committee to felicitate various activities. College has a multipurpose indoor stadium with Badminton court, facilities for carom and table tennis, Boys' Gymnasium with instructors, fitness corner at Girls' Common room, Volleyball, Football, Basket Ball, Kabaddi and Cricket (through B N College Cricket coaching center) are available. The college has a rich tradition of cultural activities in drama, dance, music, literary events and fine arts. Auditorium hall, seminar hall, music room are available. College organises various workshops to train the students on local art and culture. Apart from these, the college has collaborations with organisations/parties concerning sports and culture in the form of Agreement/MoU.

The central library of the college is equipped with ILMS, named SOUL (version 3.0) with the modules shelf management, library stock verification, library membership, membership login, issue item, return item, etc. This software also provides facility to create, view and print records of accession register, subscription list, transaction report, membership reports etc. The OPAC (Online Public Access Catalogue) facility is also available. A separate Digital section is available for accessing digital resources/institutional repository through DSpace. University end-semester examination question papers are collected and also kept. in the library. 13 computers with internet and Power backup facilities are available for the students.

The college has updated its IT facilities by increasing the number of computers, printers, UPS, scanners, LCD projectors, Xerox machines, online admission process, addition of bandwidth, and various software. The

previous office automation system was replaced in 2018 to create more facilities to handle students' data, exam data, accounting operations, and university requirements. The college website is regularly updated. The Staff Management App (android based) is used to manage leaves of all staff. DELNET, INFLIBNET, CD's, Video lectures, are made available to the learners to enhance learning capabilities. The college subscribes Antivirus packages for Protection of Software. Biometric attendance system for staff and CCTV surveillance system has been augmented since 2009.

College has designed Policy and Procedure for usage and maintenance of physical and academic facilities to provide the basis for reasonable allocation and efficient utilization of facility based on the critical needs of educational, administrative and other co-curricular activities. The policy covers classrooms, laboratories, administrative office, central library, sports and cultural facilities, boys and girls common room, boys and girls hostel, health centre, computer and related equipments, fire extinguisher, generator and solar panel. College maintains a 'maintenance register' where complaints regarding repairs and maintenance of various facilities are recorded. The maintenance of various facilities is monitored by different committees. Various MoU/Agreements are in place to maintain the IT infrastructure, scientific instruments, electrical appliances, repairing and reuse of electronic items, housekeeping and cleanliness of the campus are maintained by various firms/parties under Agreement/MoU.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	<b>Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)</b>
5.4	Alumni Engagement
5.4.1 QIM	<b>There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services</b>

#### Qualitative analysis of Criterion 5

B. N. College Students' Union (BNCSU) is a representative body of the student community that allows students to participate in various activities. BNCSU is entrusted to organise Annual College Week and conducts indoor and outdoor games, music and drama, literary activities, social activities etc. Student body also takes part in the Youth Festivals organised in the affiliating university. The annual college magazine is published under the Magazine secretary of BNCSU. In addition, BNCSU actively participates in the celebration of various commemorative days. The Internal Quality Assurance Cell, Anti-Ragging Committee, Anti-Sexual Harassment Committee, Grievances Redressal Committee, RUSA Projecting Monitoring Unit, College Hostel Committee etc. have student members. In addition, Class Representatives (CR) are nominated in each semester by the concerned departments with the approval of the Principal and one student member are nominated as the Student In-charge of each Student Club to look after the activities of the Club.

Alumni Association of the college is a registered body under Societies Registration Act XXI of 1860 (registration no: RS/DBR/250/V/20 of 2021-2022).

The alumni of the college contribute in various ways. They are engaged in curriculum enrichment by



providing their valuable feedback, acted as resource persons, guest speakers and as judges for various college events and provide financial contribution to some extent for academic upliftment of students. Some of the alumni have also been appointed as member of the college management.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	<b>The governance of the institution is reflective of and in tune with the vision and mission of the institution</b>
6.1.2 QIM	<b>The effective leadership is visible in various institutional practices such as decentralization and participative management</b>
6.2	Strategy Development and Deployment
6.2.1 QIM	<b>The institutional Strategic / Perspective plan is effectively deployed</b>
6.2.2 QIM	<b>The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.</b>
6.3	Faculty Empowerment Strategies
6.3.1 QIM	<b>The institution has effective welfare measures for teaching and non-teaching staff</b>
6.3.5 QIM	<b>Institutions Performance Appraisal System for teaching and non-teaching staff</b>
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	<b>Institution conducts internal and external financial audits regularly</b>
6.4.3 QIM	<b>Institutional strategies for mobilisation of funds and the optimal utilisation of resources</b>
6.5	Internal Quality Assurance System
6.5.1 QIM	<b>Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes</b>
6.5.2 QIM	<b>The institution reviews its teaching learning process, structures &amp; methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities</b>  <b>( For first cycle - Incremental improvements made for the preceding five years with regard to quality</b>  <b>For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )</b>

Qualitative analysis of Criterion 6
B. N. College is governed by the Governing Body (G.B) of the college which is formed by the Department of Higher Education, Govt. of Assam. G.B is the apex body of the college that plans policies as per the rules and regulations of Department of Higher Education, Govt of Assam and executes the developmental activities of college. The plans and policies are framed by G.B. The G.B, IQAC and the faculty members play a pivotal role in designing and implementing quality policies in teaching-learning, research, governance and extension

activities. The vision of the college is to provide quality education to empower the students to succeed in a changing world which are set to be achieved through its missions. The governance of the college is reflective of and is in tune with its vision and mission. The involvement of the leadership is clearly visible in ensuring the execution of the action plans for the fulfillment of the stated mission.

The institution implements its various activities through decentralized and participatory management. The Governing body of the college is the apex decision making body. The Principal is the member secretary of the governing body. The governing body appoints vice-principal and head of the departments who provide the academic as well as administrative support. The IQAC formed by the governing body is the body to ensure quality in all the activities of the college. There are various committees in place to take decision with respect to admission, academic activities, infrastructure development and maintenance, financial transactions etc. The governing body takes its decision as per the suggestion of these bodies.

The college prepared a perspective plan for five years from 2016-17 to 2020-2021 for its all-round development that was prepared keeping in mind the seven criteria set up by NAAC for qualitative improvement of higher educational institutions of India. The focused area of the perspective plan are curriculum development and deployment, teaching-learning process, infrastructure development, governance, progression of students, governance through digitization, institutional values which are effectively deployed for qualitative improvement of the college.

The college is affiliated to Gauhati University. It is a provincialized college under Department of Higher Education (DHE), Government of Assam. The college is under the administrative control of Govt. of Assam through the Directorate of Higher Education. The academic affairs are controlled by the affiliating university i.e. Gauhati University. The college follows policy of participatory decision making which is evident from its administrative set up, appointment procedure, service rule etc. To realize the vision and mission, the college has framed various policies, like, Academic policy, Green Practise policy, Infrastructure Usages and Maintenance policy, Student Support policy, Staff Development policy, Anti-Sexual Harassment policy, Anti Ragging policy, Policy on Scholarship and Freeship, etc. The process of appointment/promotion is transparent and appointments are made as per the rule of Department of Higher Education, Govt of Assam which follows UGC guideline for the appointment of Assistant professors in colleges. The college follows the service rules and conditions laid down by the Department of Higher Education, Govt of Assam. IQAC of the college organizes orientation programme to aware the faculty members about the API regulations issued time to time.

Committed for the welfare of its staff , various measures are taken in this direction as per the provision of the existing government rule or as an initiative from the college. The college has some welfare measures in place for teaching and non-teaching staff like pension scheme, provident fund, gratuity, group insurance scheme, leave encashment policy with total support from government of Assam. Besides there is a Thrift and Credit Cooperative Society among the staff. College also extends various cognitive support by organising seminars, workshops, staff development programme for its teaching and non-teaching staff and extending financial support and sanctioning leave to participate in such programme. Faculty members are felicitated for their publication in journals, books, etc. All departments are provided with computers, printers, internet facility. The gymnasium facilities are provided free of cost. All college staff is allowed to avail primary medical facilities from the health centre free of cost.

The Performance Appraisal System for both teaching and non-teaching staff are in place. The Performance Based Appraisal System (PBAS) format is been prepared by the IQAC following the guidelines of UGC and Department of Higher Education, Govt. of Assam. The performance appraisal is based on Teaching, Learning and evaluation related activities, Professional Development, Participation in Co-curricular , Research and

Academic activities. The performance of the faculty is assessed by the Head of the Departments, Coordinator of IQAC and Principal of the college.

Annual Confidential Report for the teaching staff is prepared by the Principal as per the format of Department of Higher Education, Govt of Assam and submitted to the Director of Higher Education as and when directed. Feedback on performance of the teachers is collected from the students in every academic year, evaluated and necessary measures taken for improvement.

Annual Confidential Report for the non-teaching staff is being done as per the policies of Department of Higher Education, Govt of Assam.

The college conducts internal and external financial audits regularly. There is a two tier financial audit system in the college. Before any payment bills and vouchers are checked by college office and certified by HOD/TR to GB. Audits are also conducted by Chartered Accountant as per the directions of Govt. of Assam officials. For grants received from UGC, DBT, RUSA and other agencies, utilization certificates are prepared as per the guidelines of the funding agency which is duly checked and signed by CA and submitted to the corresponding authority.

The institution applies different strategies for mobilization of funds from various agencies as per the standard procedure of the agency concerned. During the assessment period, college received grants from agencies like UGC, RUSA, Department of Sports and Youth Welfare, Govt of Assam, Assam Energy Development Agency for infrastructure development and UGC, ICHR, ASTEC, DBT, DST etc for various academic activities. Fees from the students is a major source of revenue. Various sources of funds are Fee from Students, Grants received from Govt of Assam for salary and non-salary, Grants for projects implemented by various Govt Departments, Agencies for infrastructure development/workshop/seminar/extension etc, Donations from alumni, Interest accrued from FD. Utilization of the fund is monitored with the help of various bodies of the college namely the Governing Body, Construction and Purchase Committee, Project Monitoring Committee etc. Utilization Certificates of all grants are submitted as per the norms of the funding agency after auditing through CA or Govt Auditor.

IQAC of the College which was established on 01/03/2002 for quality assurance, quality up-gradation, assessment and accreditation is quite active and took various steps for improvement of quality of the college which includes preparation of perspective plan and its effective deployment, preparation of academic calendar, timely submission of AQAR to NAAC, participation in NIRF, carrying out quality audit, Preparation of IQAC news letter, collection and analysis of feedback from various stakeholders, organising development programme for student and staff, taking various green initiatives, establishment of linkages/MoU, documentation of activities, initiate student mentoring, formation of student club etc.

IQAC of the college reviews its teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals. To explain the same the examples of maintenance of Teachers Dairy by the faculty members of each department and assessment of learning level of the students through Diagnostic Test have been cited. Besides these, IQAC has initiated measures to implement the recommendations of NAAC peer team in the 3rd cycle by encouraging use of ICT in teaching-learning, introducing student centric learning methods, collection of Personal appraisal from faculty, collection and

analysis of feedback on curriculum from various stakeholders etc. Some of the post-accreditation quality initiatives from IQAC are introduction of Add-on courses, carrying out quality audit, participation in NIRF and AISHE, establishment of MoU, development of LMS portal, capacity building workshop etc.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	<b>Measures initiated by the Institution for the promotion of gender equity during the last five years.</b>
7.1.3 QIM	<b>Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)</b> <ul style="list-style-type: none"> <li>• Solid waste management</li> <li>• Liquid waste management</li> <li>• Biomedical waste management</li> <li>• E-waste management</li> <li>• Waste recycling system</li> <li>• Hazardous chemicals and radioactive waste management</li> </ul>
7.1.8 QIM	<b>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).</b>
7.1.9 QIM	<b>Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).</b>
7.1.11 QIM	<b>Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).</b>
7.2	Best Practices
7.2.1 QIM	<b>Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.</b>
7.3	Institutional Distinctiveness
7.3.1 QIM	<b>Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words</b>

Qualitative analysis of Criterion 7	
<p>College follows its Gender Sensitization Action Plan annually and undertakes various initiatives to promote the gender equity. The Women Forum vigils on gender-related issues and organizes invited talks by renowned speakers to aware about equality, human dignity, Legal Rights etc. The college conducts Gender Audit and Female Safety audit in the campus. College has well-furnished Common Room for boys &amp; girls. The Girls' Common Room is equipped with Study and Fitness Corner, washrooms and Sanitary Napkin Vending Machine. The campus is under CCTV surveillance. Security guards are in place for 24x7 strict vigil in the campus.</p> <p>There is a fully functioning anti-ragging committee, anti-sexual harassment committee and Grievance Redressal Cell in the college. College has established MoU with counsellor to address the psychological issues of the students.</p>	

Separate waste bins for bio-degradable (Green Bins) and non-biodegradable (Blue Bins) materials are placed inside the campus for their segregation at source and strictly prohibits single used plastics in the campus. The bio-degradable wastes is converted into bio-fertilizer in Bio composting unit and Vermi composting unit. The scraper collects all recyclable/non-biodegradable solid wastes (MoU is established). The unusable solid wastes are periodically collected by local Municipality Board under a MoU with the Municipal Board. College has functioning incinerators for disposing off used sanitary napkins. The furniture is regularly repaired to avoid the proliferation of solid waste.

College has working Liquid waste treatment plants in laboratories of departments of Chemistry, Botany and Zoology.

The College has established MoU with Silicon System (a Computer Hardware Solution Centre) to undertake E Waste management works. The effort is made to keep e-waste to a minimum by fixing the systems with the reusable parts of dead systems in the e waste stock of the college.

The college undertook several measures to inculcate the spirit of 'Unity in Diversity' among the stakeholders. It follows the state reservation guideline in appointments and admission, free admission of the BPL students, assistance to get scholarship from Govt and college and adopting bi-lingual medium (Assamese and English) in teaching-learning process to assist the students from vernacular medium, offers Add On Course on 'Folk and Performing Arts'. College also organises various programme to inculcate communal harmony among the students, like, *Goalpariya* Folk Song and Dance performance, Cultural procession, celebration of Sanskrit Divas, Quiz competition 'Know India', observation of Saraswati Puja, culture exchange programme under '*Ek Bharat Shrestha Bharat*' scheme and observation of important days (International Mother Tongue Day, Hindi Divas, International Yoga Day, International Women's Day, International Day of Persons with Disability etc.).

The college facilitated its students for enrolling in various organizations like NSS, NCC etc. that foster values of nationalism, patriotism and humanity among the students. These units organised various programmes/activities in communities, schools and villages to inculcate constitutional obligations, duties and responsibilities among the students. College cherishes patriotism, sovereignty and democracy by organizing various programmes in connection with the commemoration of Nation's Independence Day, Republic Day, Constitution Day, Voter's Day, Martyr's Day, Anti-tobacco Day, World Environment Day, International Yoga Day etc.

Students participated in Drama competitions, Patriotic song/dance competitions, Poster making competitions, speech programme, Debate competitions etc for sensitization on sense of communal harmony and human values.

College observed various commemorative days to inspire the students for holistic development and empower them to become a responsible global citizen, by organising quiz competition, speech competition, song and dance competition, staging of drama, poster presentation and model competition etc. Some of the commemorative days celebrated/observed are National Youth Day (12th January), National Science Day, Republic Day, Independence Day, Librarian's Day, College Foundation Day, Sanskrit Day, National Voter's Day, National Sports Day, Constitutional Day, Birth Anniversary of Great personalities, Anti Tobacco day,

Rashtriya Ekta Divas, National Pollution Control Day, etc. College also organises programme in connection with international commemorative days, namely, International Women's Day, International Yoga Day, World Environment Day, World Day of Social Justice, International Mother Language Day, World Food Safety Day, Ozone Day, World Wetland Day, World Wildlife Day, World Cancer Day, International Day of Persons with Disability, World Day against Child Labour, etc.

Various initiatives have been carried out, namely, offering options to all Genders in the students' Admission form, placing Gender Sensitization Action Plan, active working of social units, Anti Sexual Harassment Committee, Anti Ragging Committee, Grievance Redressal Cell, ensuring infrastructural facilities, safety and security, sanitary napkin auto vending machine, functional MoU with counselor and other organisation, conducted periodic Female Safety audit and Gender Audit, offered Add on courses on Human Rights and Women in Leadership, awareness programmes on gender equity and women empowerment in the campus and beyond. College also undertook 'Women Literacy Programme' in one of the adopted villages to extend the concept of Gender equity in the community.

*Constraints:* Being a Government Provincialized institution, it is bound to follow the government rules and regulations in the process of admission and appointments.

*Evidence of Success:*

- Gradual increment of Female student enrolment,
- Increased number of female student in NCC and NSS platoon
- Gradual increase in female Staff position (Teaching staff)
- The conscious students took initiatives to aware their peers in Anti-Sexual harassment and Anti-ragging activities by wall paintings
- Increased the women literacy rate of the adopted village to the mark of 72.14% from the erstwhile 61.4% through the 'Women Literacy Programme'.

*Problems Encountered and Resources Required:*

- Female staff position cannot be increased due to limitations in appointment guideline.
- Admission process does not have any criteria of female preference or reservation
- Shortage of Resources to increase the number of hostel accommodations for both the genders

Best Practise 2

- Increasing hoisting capacity of the server, Increase of leased line bandwidth, ICT enabled classrooms, use of G-Suite/ 'Easy Class, establishment of Video-Conferencing room and E-Language Cum Multimedia Lab, Procurement of N-List provided by INFLIBNET
- Development of 'B N College Learning Management System' in teaching-learning process. The faculty members regularly upload study materials and students have full access to the portal which enables them to download, make notes, listen to the video classes and so on. Organised orientation programme on – **How to use Learning Management System** to guide the faculty members and circulation of instructional video on **How to use Learning Management System** among the students to train them in using the portal conveniently.

*Constrains/limitations:*

- A section of the students do not have access to android mobile handset/ laptop/computer as they are from economically challenged sections of the society.
- Higher cost of bandwidth.
- In some of the adjoining areas of the college, penetration of internet facility is not up to the mark.

*Evidence of Success:*

- Not less than 95% of the students registered in the portal and actively using it.
- Optimum use of the portal in uploading and downloading of study materials
- Online portal and G-Suite/Zoom platform have extensively been used during the Covid-19 to continue the teaching and learning process without interruption.
- Organising webinars through G-suite/ Zoom platform provide exposure to the students to interact with resource persons of various national and international level.
- The student feedback on the use of ICT enabled tools including LMS indicated that almost 87% of students find it helpful in their studies while using ICT in the classrooms and 61% of students regularly use the facilities of LMS.

**Section III:OVERALL ANALYSIS**based on Institutional strengths.Weaknesses,Opportunities & Challenges(SWOC)(up to 500 words)

Overall Analysis

**Strength:**

- Cordial relationship among all the stakeholders
- Functioning in the plural and multicultural atmosphere
- Driven by the mission statement of imparting knowledge to all
- Admission of students across all communities and areas who are socially and economically marginalised including the provision of admission of the transgender students
- Student-centric teaching-learning process
- Availability of professional courses like Biotechnology, Computer Science, BCA and B.VOC. (Information Technology)
- Representation of a number of faculty members in Committee of Courses and Studies (CCS) of the affiliating University contributing to curriculum design and implementation
- Analysis of Student feedback and its use for improvement of services
- Optimum utilization of resources
- Facilities for ICT enabled teaching-learning process
- Providing Add-on courses on various issues/areas
- Student-friendly services including insurance coverage to all students on roll
- Facilities for *Divyanjan*
- Gender-friendly premises
- Eco-friendly premises
- CCTV surveillance in almost all classrooms and strategic vital points of the campus

- MOUs with various institutions
- The NCC of the college is very active. NCC Cadets of the college have participated in Republic day parade. NCC Cadets have C Certificate qualification.

**Weaknesses:**

- Less number of extramural funded research projects undertaken by the faculty members
- Lack of satisfactory performance in civil service and other competitive examinations by students
- Relatively low boarding facilities in the college campus

**Opportunities:**

- The large campus areas may be used to start new programmes
- Mobilisation of the vast alumni for institutional development
- Organising more number of FDPs, national and international level seminars/conferences
- Starting of new generation and industry-oriented courses.
- Establishment of a Finishing School to help the students
- Development of entrepreneurship by involving Institution Innovation Council
- Extensive extension work in the neighbourhood for the betterment of the community.
- Requirement of facilities such as ATM, post office, etc. in the college campus for the benefit of the stakeholders

**Challenges:**

- To stop the migration of students to other parts of state and country by offering quality education
- Motivating students for taking part in competitive examinations of the national level
- Catering to the need of the students with below average learning abilities
- Getting placement for students
- Keeping pace with the fast-growing higher education scenario
- Process of industrial collaboration is a major challenge for the college due to the lack of nearby industry



#### **Section IV: Recommendations for Quality Enhancement of the Institution**

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- The College must start other subjects like Geography, Psychology etc. More PG courses in various subjects must be started. The college may start integrated B.Ed. course with the infrastructure and faculty support from the Government.,
- 3. Quality Research Publications must be increased, Faculty members must try their level best for funded projects from Govt Agencies, Industry, NGO etc.
- Incubation Centre must be strengthened.
- More Hostel facility for girls is required
- The outdoor and indoor game facilities may be augmented by installation of synthetic track in the college field.
- A big modern auditorium state-with-Art facilities be constructed.
- Library infrastructure must be improved and space be augmented for it.
- Proper Coaching for sports be provided from qualified coaches.
- Old Classrooms need to be renovated.
- Separate Lab Attendants must be provisioned for each and every lab.
- Alumni Association must be strengthened
- There must be permanent psychological consultant for boys and girls both

**I have gone through the observations of the Peer Team as mentioned in this report**

**Signature of the Head of the Institution**

**Seal of the Institution**

Sl.No	Name		Signature with date
1	DR. RAMESH KUMAR PANDEY	Chairperson	
2	DR. VISHAL GOYAL	Member Co-ordinator	
3	DR. V S EXAMBI EXAMBI	Member	
4	Dr. Shyam Singh Inda	NAAC Co - ordinator	

Place

Date