

**ANNUAL QUALITY ASSURANCE REPORT (AQAR)
FOR THE ACADEMIC
YEAR 2018-2019 (W.E.F. 01.07.2018 to 30.06.2019)**



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India



Submitted by

**IQAC
Barbhag College
Kalag, Nalbari (Assam), Pin-787032**

The Annual Quality Assurance Report (AQAR) of the IQAC

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, June 1, 2017 to May 31, 2018)*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution BARBHAG COLLEGE

- Name of the Head of the institution : Unusar Rahman
- Designation: Principal i/c & Secretary
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.: 03624 283417
- Mobile no.: 8471977096
- Registered e-mail: barbhagcollege@gmail.com
- Alternate e-mail : iqacbarbhagcollege@gmail.com
- Address : P.O & Vill- Kalag
- City/Town : Nalbari
- State/UT : Assam
- Pin Code : 781351

2. Institutional status:

- Affiliated / Constituent: Affiliated
- Type of Institution: Co-education
- Location : Rural
- Financial Status: UGC 2f and 12 (B)
- Name of the Affiliating University: Gauhati University
- Name of the IQAC Co-ordinator : Dr. Anupam Dutta
- Phone no. :910132221
- Alternate phone no.
- Mobile: 9531355418
- IQAC e-mail address: iqacbarbhagcollege@gmail.com
- Alternate Email address: danupam1974@gmail.com

3. Website address: <http://barbhagcollege.co.in/>

Web-link of the AQAR: (Previous Academic Year: 2017-18):

WEB LINK

4. Whether Academic Calendar prepared during the year?

Yes/No....., if yes, whether it is uploaded in the Institutional website: Yes.

Not uploaded in the website

Weblink: NA

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B+	76.60	2005	28.02.2005 to 28.02.2010
2 nd	NA	NA	NA	from: to:
3 rd	NA	NA	NA	from: to:
4 th	NA	NA	NA	from: to:
5 th	NA	NA	NA	from: to:

6. Date of Establishment of IQAC: 04/02/2004

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1. Regular Meetings of IQAC	02.08.2018;	9
	28.11.2018;	8
	05.03.2019	8
	18.06.2019	7
2. Seminar on Intellectual Property Rights	10.12.2018	54
3. Observance of World Environment Day	05.06.20019	103
4. Feedback collected from Students and Teachers, feedback received has been analysed and placed in the Governing Body.	12.12.2018 – 23.01.2019	224
5. Internal Academic Audit done	03.08.2019 – 04.08.2019	49

Note: Some Quality Assurance initiatives of the institution are:
(Indicative list)

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification

- *NBA etc.*
- *Any other Quality Audit*

8. Provide the list of funds by Central/ State Government-

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

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Barbhag College	Outreach Programme by College in rural Schools	Assam Science Technology and Environment Council	03.08.2018	145000/-
Barbhag College	Reimbursement grant of Assam government for BPL students (Free admission)	Assam Government	2018-19	2121357/-

9. Whether composition of IQAC as per latest NAAC guidelines: Yes
upload latest notification of formation of IQAC

[View File](#)

10. No. of IQAC meetings held during the year: 04

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website..... **No**

(Please upload, minutes of meetings and action taken report)

[View File](#)

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

If yes, mention the amount: N/A Year: N/A

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

- Seminar on Intellectual Property Rights on 10.12.2018
- Feedback collected from Students and Teachers, feedback received has been analysed and placed in the Governing Body.
- Internal Academic Audit done during 03.08.2019 – 04.08.2019
- Cleanlines drive in religious places near the colleges
- Conducted students and faculty exchange programmes with nearby HEIs

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

Plan of Action	Achievements/Outcomes
1. IQAC decided to collect feedback from students and Teachers on curricular aspects for the year 2017-18	Students and Teachers' Feedback on curricular aspect was collected, analysed and placed in the Governing Body (GB) for action. Action was taken by IQAC as suggested by GB.

2. Suggestion to college authority to introduce B.Sc. Honours programme in Chemistry and Mathematics.	B.Sc. Honours in Chemistry and Mathematics introduced on 10.05.2019
3. Suggested to the departments for experiential learning of the student	Excursion cum field visit for the students of Chemistry Department to Institute of Advanced Learning in Science and Technology on 09.03.2019
4. Suggestion to the departments to start formal student mentoring	Could not be done
5. To suggest to the college authority to fill up the vacancies in 9 teaching positions.	No vacancies could be filled up due to lack of initiatives from the state governments.
6. To organize a seminar on Intellectual Property Rights.	A seminar on Intellectual Property Rights was organized by IQAC on 10.12.2018
7. Cleanliness drive in religious places near the colleges	Cleanliness drive in Damodar Dham, Pandul;a, Tetha Gohain Than, Bhangra Gohain Than were conducted on 09.10.2018, 12.10.2018 and 14.10.2018 respectively by NSS in association with IQAC.
8. Plan to observe World Environment Day	World Environment Day was observed in the College on 05.06.2019 by Nature Club in association with IQAC
9. Plan to organize gender sensitisation and women empowerment programmes	A Gender sensitization programme in the village Dingdingi in association with IQAC on 15.09.2018 was organised by Women's Cell and a Women Empowerment Programme on 18.09.2018 organised by Education Dept. in Association with IQAC Lecture Programme on Prevention of Breast Cancer and Cervical Cancer organized by Women's Cell on 08.03.2019
10. Plan to organize programmes on environment issues.	Lecture programme on house sparrows was organized by the Zoology Department in association with IQAC 20.03.2019 Lecture programme on Organic Farming was organized by Botany Dept. in association with IQAC 11.03.2019.
11. To spread awareness among new student voters of Barbhag College	Essay competition on the occasion of Voter's Day was organized by the Assamese Dept. in association with IQAC on 04.04.2019
12. Plan to conduct students and faculty exchange programme	Faculty Exchange Programme with P.B.Anchalik College on 25.10.2018 Faculty Exchange Programme with Barkhetri College on 01.11.2018 Students Exchange Programme with P.B.Anchalik College on 12.02.2019
13. Suggestion to the college authority to construct additional classrooms	8 (eight) classrooms were constructed in the year by the authority
14. Suggestion to the college authority to construct a Conference room with LCD facility	A seminar cum conference room with LCD facility was constructed by college authority in the year
15. Suggested to the departments to organize students' Capacity enhancement programmes	Lecture programme on effective planning and Time Management organize by the Dept. of Economics on 04.08.2018 Interdisciplinary programme on Research Methodology on Emperical Research organized by English Dept. on 24.10.2018 Bridge Course on Basic Mathematics for

	Economics Honours students of Semester I conducted during 6-11 August, 2018 by Economics Dept. Bridge Course for 1 st Semester Students on Academic Writing conducted by English Dept. during 1-7 August, 2018
16. To organize Career Counselling Programmes for Students.	Awareness programme on Career Options after Graduation organized by Career Guidance and Counselling Cell in association with IQAC on 04.08.2018 Awareness programme on Students' Scholarship Schemes of Govt.s organised by Career Guidance and Counselling Cell in association with IQAC on 17.01.2019
17. To organise professional Development programs for non-teaching staff	Organised a professional development programme for non-teaching staff on 22.09.2018
18. To organise faculty development programme for teaching staff	Organised a professional development programme for teaching staff in association with Entrepreneurship Development Institute of India during 18.02.2019 to 02.03.2019
19. Suggestion to the college authority to pursue with the government to fill up vacancies in non-teaching staff	2 out of 3 vacancies in non-teaching positions were filled up with permanent recruitment.
20. To organise training programme for support staff	A training programme on Office Management Procedures for support staff was organized on 24.09.2018
21. To improve water distribution and water quality	Installation of Water treatment Plant in the college with financial grants from MLA, Barkhetri Legislative Constituency was done
22. Suggestion to the college authority to declare the college campus as declaration of No-Horn Zone	College authority declared the college campus a No-Horn Zone
23. To observe International Yoga Day	International Yoga Day was observed on 21.06.2019

14. Whether the AQAR was placed before statutory body? Yes

Name of the Statutory body: Governing Body Date of meeting(s): 28.08.2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: No

Date: N/A

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: 2018-19

Date of Submission: 24.04.2019

17. Does the Institution have Management Information System?

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

: There is no Computerised/digital Information Management System in the College at present.

However, the college does have a manual well ordered Information Management System.

Barbhag College has adopted effective management information system that helps in the management of the college. The apex body of the college i.e the Governing Body comprises of the President, the Principal, nominees of the affiliated University, teachers' nominees, non-teaching staff nominees, student guardian members and all the crucial decisions taken in the Governing Body are circulated by the Principal and also by the nominees among the teaching and non-teaching staff.

The Principal discusses different issues by holding meeting with the teaching and non-teaching staff from time to time and other notices through his order book. The college has developed committee system for effectively managing the administration. For the academic management, there are committees like admission committee, Academic Council, Examination Council, Library Committee etc that include members from both teaching and non-teaching staff and all the important notices are circulated through the notice books maintained by each committee. The Academic Council chaired by the Principal make strategy for every academic session including new admission, conduct of classes, coverage of syllabus, conduct of internal examinations etc with the approval of the Governing Body and the detail information is made public through college website, notice board etc.

Regarding the financial management of the college, all the decisions are taken by the Governing Body and any kind of construction and purchase is done by the respective committees that include both teaching and non-teaching staff.

To convey important notices to student, the college utilises the notice board service. In this way, management information system is well maintained in the college so that everybody is well informed about the management of the college.

Part-B

CRITERION I – CURRICULAR ASPECTS				
1.1 Curriculum Planning and Implementation				
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words				
<p>The Barbhag College has an integrated and well-organized system for curriculum planning and implementation. The institution has effective machinery for the implementation of curriculum, designed by the Academic Council of the institution. In addition to this the Academic Council prepares the academic calendar and time table of the two streams of the institution, prior to the beginning of the Academic session. The courses start with a fair and easy admissions procedure. The College maintains a regular class schedule to deliver quality education to the students as defined by the Gauhati University's course curriculum. The respective HoDs of various departments distribute the courses among the faculty members based on their specialty and efficiency. The College has been relentlessly trying to make the teaching-learning process effective by implementing the following measure.</p> <ul style="list-style-type: none">❖ Academic Calendar: The Academic Council prepares the academic calendar and it also monitors the implementation of the Curriculum at per with the calendar.❖ Teachers' Diary: The teaching faculty of the College maintains Academic diaries for their class records, topics discussed, projects, and assignments given to the students. Every department regularly records the number of classes every faculty member attend.❖ Lesson Plans: Lesson Plans are prepared by the faculty members for delivering quality classes. It enables the faculty members to proceed in the teaching activity quite effectively.❖ Academic Audit: Academic audits are conducted by the College authority half-yearly to assess the teaching-learning environment of the college and improvised the subsequent plans. The Academic audit facilitates the process of teaching-learning and it can in still confidence in the mind of the teachers and students.❖ Students and Teachers Feedback: The feedback of students is collected and analyzed by the authority in order to improve the learner-centric environment. Teacher feedback on curriculum is also collected and analyzed so that it can create a congenial atmosphere for the entire teaching-learning process.❖ Departmental Profiles: All the departments prepare Departmental Profiles containing information about various aspects of the curriculum.❖ Departmental Meeting: Departmental meetings are held quarterly in a year to ensure proper planning and implementation of various aspects of the curriculum.❖ Use of ICT and E-Resource: The College gives access to web resources, N-List etc. by the library and emphasis is laid on the use of smart boards, projectors for fruitful delivery of classes.❖ Use of Laboratory Classroom: Almost all the departments of science stream and the department of Education use laboratory classrooms with a view to giving access to practical education.❖ Project work: The project works are being implemented in various departments in accordance with the Curriculum and it gives a boost to the students enabling them to gain some innovative knowledge. <p>After all the Barbhag College is trying to implement the Curriculum prescribed by the affiliated University and it has become successful in enhancing inquisitiveness in the mind of the student community.</p>				
1.1.2 Certificate/ Diploma Courses introduced during the Academic year				
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
Nil	--	--	--	--
1.2 Academic Flexibility				
1.2.1 New programmes/courses introduced during the Academic year				

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
B.Sc. Honours in Chemistry	10.05.2019	CHE-HC-1016: INORGANIC CHEMISTRY-I	10.05.2019
		CHE-HC-1026: PHYSICAL CHEMISTRY I	10.05.2019
		CHE-HC-2016: ORGANIC CHEMISTRY I	10.05.2019
		CHE-HC-2026: PHYSICAL CHEMISTRY I	10.05.2019
		CHE-HC-3016: INORGANIC CHEMISTRY-II	10.05.2019
		CHE-HC-3026: ORGANIC CHEMISTRY-II	10.05.2019
		CHE-HC-3036: PHYSICAL CHEMISTRY-III	10.05.2019
		CHE-SE-3034: BASIC ANALYTICAL CHEMISTRY(Optional SEC Paper)	10.05.2019
		CHE-HC-4016: INORGANIC CHEMISTRY-III	10.05.2019
		CHE-HC-4026: ORGANIC CHEMISTRY-III	10.05.2019
		CHE-HC-4036: PHYSICAL CHEMISTRY-IV	10.05.2019
		CHE-SE-4064: FUEL CHEMISTRY(Optional SEC Paper)	10.05.2019
		CHE-HC-5016: ORGANIC CHEMISTRY-IV	10.05.2019
		CHE-HC-5026: PHYSICAL CHEMISTRY V	10.05.2019
		CHE-HE-5026: ANALYTICAL METHODS IN CHEMISTRY (DSE Paper)	10.05.2019
		CHE-HE-5056: POLYMER CHEMISTRY (DSE Paper)	10.05.2019
		CHE-HC-6016: INORGANIC CHEMISTRY-IV	10.05.2019
		CHE-HC-6026: ORGANIC CHEMISTRY-V	10.05.2019
		CHE-HE-6026: INDUSTRIAL CHEMICALS AND ENVIRONMENT (DSE Paper)	10.05.2019
		CHE-HE-6046: RESEARCH METHODOLOGY FOR CHEMISTRY (DSE Paper) or CHE-HE-6056 - Dissertation	10.05.2019
B.Sc. Honours in Mathematics	10.05.2019	MAT-HC-1016: Calculus (including practical)	10.05.2019
		MAT-HC-1026:Algebra	10.05.2019
		MAT-HG-1016/MAT-RC-1016: Calculus	10.05.2019
		MAT-HC-2016 : Real Analysis	10.05.2019
		MAT-HC-2026:Differential Equations(including practical)	10.05.2019

		MAT-HG-2016/MAT-RC-2016: Algebra	10.05.2019
		MAT-HC-3016 : Theory of Real Functions	10.05.2019
		MAT-HC-3026 : Group Theory-I	10.05.2019
		MAT-HG-3016/MAT-RC-3016: Differential Equations	10.05.2019
		MAT-HC-4016 :Multivariate Calculus	10.05.2019
		MAT-HC-4026 :Numerical Methods (including practical)	10.05.2019
		MAT-HC-4036 : Ring Theory	10.05.2019
		MAT-HG-4016/MAT-RC-4016: Real Analysis	10.05.2019
		MAT-HC-5016 :Riemann Integration and Metric spaces	10.05.2019
		MAT-HC-5026 :Linear Algebra	10.05.2019
		MAT-HE-5016 : Number Theory	10.05.2019
		MAT-HE-5046 : Linear Programming	10.05.2019
		MAT-RE-5016: Number Theory	10.05.2019
		MAT-HC-6016 :Complex Analysis (including practical)	10.05.2019
		MAT-HC-6026 :Partial Differential Equations (including practical)	10.05.2019
		MAT-HE-6046 : Hydromechanics	10.05.2019
		MAT-HE-6066 : Group Theory II	10.05.2019

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
B.A. Honours in Assamese	UG	--	19.06.2019	UG	--
B.A. Honours in Assamese	UG	--	19.06.2019	UG	--
B.A. Honours in Assamese	UG	--	19.06.2019	UG	--
B.A. Honours in Assamese	UG	--	19.06.2019	UG	--
B.A. Honours in Assamese	UG	--	19.06.2019	UG	--
B.A. Honours in Assamese	UG	--	19.06.2019	UG	--
B.A. Regular	UG	--	19.06.2019	UG	--
B.Sc. Honours in Chemistry	UG	--			
Already adopted (mention the year)					

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Courses
No of Students	NIL	---

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled
Nil	---	---

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
Excursion cum Field Visit Program to Institute of Advance Study in Science and Technology (IASST) by teachers and students of Chemistry Dept. (An autonomous body under Department of	23

Science & Technology, Govt. of India) Pashim Baragaon, Guwahati- 781035					
1.4 Feedback System					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes	Yes	No	No	No	
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)					
Feedback analysis is a core element of the learning platform. The College analyzed the various aspects of curriculum by collecting feedback from students and teachers. The collage designed a structured feedback form for students. The feedback form duly filled by the students collects information and assessments regarding various curriculum aspects and teaching program of the college. The procedure of feedback collecting from the student is done in the final semester. The members of the academic council appointed by the principal ensure confidentiality in the whole process. Feedback received by the student is evaluated by IQAC. The IQAC prepared a report by analyzing the data and submitted it to the principal for action. The report indicates necessary actions that have to be taken towards improvement of the curriculum, infrastructure and administrative procedure. The issues pointed in the report also discussed in the IQAC Core Committee meetings for finding possible remedial measures.					
The Barbhag College also collects teacher feedback for implementation of most effective teaching and learning procedure. The Principal holds an Academic Audit with teachers at the end of each academic session to discuss academic planning and pedagogical strategies based on the faculty's experience and feedback. List of grievances prepared in this audit is forwarded to governing body for instant action. The college authority also collects non formal feedbacks from college alumni regarding developmental aspects of the institution. The feedback mechanism of the institution allows the Principal to observe and analyses the academic progress and implementation faithfully. The feedback collected in this manner highlights the strengths and weaknesses of the overall curricular scenario.					
(Feedback Analysis enclosed as Annexure II)					
CRITERION II -TEACHING-LEARNING AND EVALUATION					
2.1 Student Enrolment and Profile					
2.1. 1 Demand Ratio during the year					
Name of the Programme	Number of seats available		Number of applications received	Students Enrolled	
BA	300		402	347	
B. Sc	120		148	128	
2.2 Catering to Student Diversity					
2.2.1. Student - Full time teacher ratio (current year data)					
Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	832	Nil	27+1 (Lib)	Nil	Nil
2.3 Teaching - Learning Process					
2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)					
Number of teachers on roll	Number of teachers using ICT (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used

35	10	04	02	Nil	04
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)					
Formal mentoring system is not implemented in all departments of the college till now. However, the faculty members of different departments maintain close rapport with the students especially with the students of Honours classes and tries to understand their academic and other problems related to career and personal issues. The good personal bonds between the students and teachers developed through the various events like field visit, wall magazine publication departmental freshmen social, observation of Teachers' Day and many other extracurricular activities of each department. The students of Honours classes often come to the departmental teacher's common room and share their problems with the teachers. The teachers make every possible effort to solve their problems. The IQAC have made a decision to formalize and implement the Mentor- Mentee system from the academic year 2019-20					
Number of students enrolled in the institution		Number of fulltime teachers		Mentor: Mentee Ratio	
NA		NA		NA	

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
37	28	09	Nil	11
2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)				
Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies	
Nil				
2.5 Evaluation Process and Reforms				
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year				
Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.A. Honours in Assamese	NA	VI	19/05/2018	05/07/2018
BA Honours in Economics	NA	VI	19/05/2018	05/07/2018
BA Honours in Political Science	NA	VI	19/05/2018	05/07/2018
BA Honours in English	NA	VI	19/05/2018	05/07/2018

BA Honours in History	NA	VI	19/05/2018	05/07/2018
BA Honours in Education			19/05/2018	05/07/2018
B.A. Regular	NA			
B.Sc. Honours in Mathematics	NA	VI	19/05/2018	05/07/2018
B.Sc. Honours in Chemistry	NA	VI	19/05/2018	05/07/2018
B. Sc. Regular	NA	VI	18/05/2018	05/07/2018

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

For Continuous Internal Evaluation (CIE) the various courses and programmes are being done under the guidelines formed by the affiliating university, it is not possible to undertake massive reforms in the CIE system. Apart from the sessional examinations, some departments also adopt certain internal evaluation procedures like student seminars, class tests, home assignments etc. It is ensured that the sessional examinations are carried on smooth orders and in a hassle free manner. A designated committee is formed and appointed by the principal, which is responsible for preparing a subject wise examination routine for the various academic departments. The departments normally hold the examinations as per the academic routine of college but sometimes it makes slight adjustments under unwarranted circumstances and as per convenience of the students. The faculty members of the individual departments after completing the tasks of question paper setting sends the hard and soft copies to the designated committee which takes the task of finalizing it in the printed form, after which the question papers are supplied back to the departments in the required quantities. The committee also undertakes the responsibility of sending blank answer scripts booklets in the required quantities to the individual departments well ahead of the examination schedules. The invigilation duties on the examination dates are given by the faculty members from the respective departments. The answer scripts are evaluated at the departmental level and the marks retained till the termed examinations, when it has to be sent to the university.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Each and every year an academic calendar is prepared by the institution under the active supervision of the IQAC. This is prepared after publication of the affiliating university's (Gauhati University) academic calendar cum holiday list. The calendar is uploaded in the institutional website and also circulated through the whatsapp groups of students in various departments. The practice of printing hard copies of calendar incorporates various important events and activities planned during the academic year viz. tentative schedules of the various examinations, field visits, different in house activities/ events like observance of college annual foundation day, annual college week celebration, college general freshmen social and departmental freshmen social functions, students union elections etc., in addition to the list of various important holidays during the year. However, different miscellaneous events/ celebrations, mostly events that are conducted/ held at short notices or within short preparation schedules are excluded from the purview of this academic calendar. Sessional examinations are conducted as per schedule as outlined in the academic calendars. This is not applicable in the context of termed examinations, as these examination schedules are decided by the university authorities. The academic calendar is printed in the HOD diary for day to day reference.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes

for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)				
http://barbhagcollege.co.in/programandcourseoutcome.php				
2.6.2 Pass percentage of students				
Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
UG	BA	188	131	69.68%
UG	B. Sc	43	17	39.53%
2.7 Student Satisfaction Survey				
2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)				
Not done				
CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION				
3.1 Resource Mobilization for Research				
3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations				
Nature of the Project		Duration	Name of the funding Agency	Total grant sanctioned
Major projects		---	---	---
Minor Projects		---	---	---
Interdisciplinary Projects		---	---	---
Industry sponsored Projects		---	---	---
Projects sponsored by the University/ College		---	---	---
Students Research Projects (other than compulsory by the College)		---	---	---
International Projects		---	---	---
Any other(Specify)		---	---	---
Total		---	---	---
3.2 Innovation Ecosystem				
3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year				
Title of Workshop/Seminar		Name of the Dept.		Date(s)
Seminar on Intellectual Property Right		IQAC		10/12/2018
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
---	---	---	---	---
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year				
Incubation Centre		Name		Sponsored by
---		---		---
Name of the Start-up		Nature of Start-up		Date of commencement
---		---		---
3.3 Research Publications and Awards				
3.3.1 Incentive to the teachers who receive recognition/awards				
State		National		International

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3.3.2 Ph. Ds awarded during the year (applicable for PG College, Research Center)						
Name of the Department			No. of Ph. Ds Awarded			
N/A			N/A			
3.3.3 Research Publications in the Journals notified on UGC website during the year						
	Departme nt	No. of Publication		Average Impact Factor, if any		
Nationa l	Physics	1		3.938		
	Zoology	1		5.5		
Internat ional	---	---		---		
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department			No. of publication			
Economics			2			
Physics			2			
Chemistry			3			
History			1			
Library			3			
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
---	---	---	---	---	---	---
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
---	---	---	---	---	---	---
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :						
No. of Faculty		International level		National level	State level	Local level
Attended Seminars/ Workshops		---		9 FDP 2 National Seminar	---	6
Presented papers		---		3	---	---
Resource Persons		---		---	1	1
3.4 Extension Activities						
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year						
Title of the Activities		Organising unit/ agency/ collaborating agency			Number of teachers co-ordinated such activities	Number of students participated in such activities
Cleaniness Drive Damodardham Pandula, a religious sanctum sanctorum		Barbhag College NSS unit in collaboration with Sandhan NGO			3	45
Cleaniness Drive Thetha Gosai Than, a religious sanctum sanctorum		Barbhag College NSS unit collaboration with Sandhan NGO			4	30
Cleaniness Drive bhangra Gosai Than, a religious sanctum		Barbhag College NSS unit collaboration with Sandhan NGO			3	35

sanctorum			
Observance of world Environmental Day	Barbhag College Nature Club in collaboration with Barbhag YUva Samaj	4	43
Lecture programme On personality Development	Department of Education in Collaboration with IQAC Barbhag College	4	25
Gender sensitization programme in Village	Women cell, Barbhag College	7	45
Lecture programme on women empowerment	Department of Education in Collaboration with IQAC barbhad College	4	26
Field Visit to IASST Guwahati by Chemistry Dept. Students	Department of Chemistry in Collaboration with IQAC barbhad College	2	23
Debate on Globalisation	Department of Political Science in Collaboration with IQAC barbhad College	3	32
Lecture programme on House Sparrow	Department of Zoology with IQAC Brabhag College	12	52
Lecture programme on Organic Farming	Department of Botany with IQAC, Barbhag College	6	48
Essay competition on the occasion of Voters day	Department of Assamese	3	10
Lecture programme on effective planning and time management	Department of economics in Association with IQAC, Barbhag College	4	15
Lecture programme on prevention of breast and cervical cancer	Women cell	5	31

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
Cleaniness Drive Damodardham Pandula	Recognition	Managing committee Damodardham Pandula	45
Cleaniness Drive Thetha Gosai Than	Recognition	Managing committee Thetha Gosai Than	30
Cleaniness Drive Bhangra Gosai Than	Recognition	Managing committee Bhangra Gosai Than	35

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Cleanliness drive Damodardham Pandula	Barbhag College NSS Unit	Cleanliness drive	3	45
Cleaniness Drive Thetha Gosai than	Barbhag College NSS Unit	Cleanliness drive	4	30
Cleaniness Drive bhangra Gosai Than	Barbhag College NSS Unit	Cleanliness drive	3	35
Lecture programme on prevention of breast and survical cancer	Women cell, Barbhag College	Awareness programme	5	31
Gender sensitization programme	Women cell, Barbhag College	Awareness programme	7	45

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the

year				
Nature of Activity		Participant	Source of financial support	Duration
Faculty Exchange programme with P. B. Anchalik College		2	College	3days
Faculty Exchange Programme with Barkhetri College		3	College	2days
Student Exchange programme with P.B. Anchalik College		15	College	2days
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
Student-Teacher Exchange, Research and Extension	MoU for Collaboration with HEI	Barkhetri College	2018-19 to 2023-24	Students 30 and Teachers 05
3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year				
Organisation		Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
NIL				
CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES				
4.1 Physical Facilities				
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year				
Budget allocated for infrastructure augmentation		Budget utilized for infrastructure development		
4.1.2 Details of augmentation in infrastructure facilities during the year				
Facilities			Existing	Newly added
Campus area			8.19 Hectre 81905.45 Sq. M.)	Nil
Class rooms			19	8
Laboratories			5	Nil
Seminar Halls			1	1
Classrooms with LCD facilities			3	Nil
Classrooms with Wi-Fi/ LAN			3	Nil
Seminar halls with ICT facilities			1	1
Video Centre			Nil	Nil
No. of important equipments purchased (≥ 1-0 lakh) during the current year.			NIL	
Value of the equipment purchased during the year (Rs. in Lakhs)				1021943/-
Others			--	--
4.2 Library as a Learning Resource				
4.2.1 Library is automated {Integrated Library Management System -ILMS }				
Name of the ILMS software	Nature of automation (fully or partially)		Version	Year of automation
SOUL	Partially		2.0	2017

4.2.2 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books + Reference books	31184	7352389	491	136593	31675	7488982
e-Books	Nil	Nil	1,35,000 +	NLIST	135000+	NLIST
Journals	6	12305	0	0	6	12305
e-journals [#]	Nil	Nil	6,000+	NLIST	6000+	NLIST
Digital Database [#]	Nil	Nil	6	SOUL & NLIST	6	SOUL & NLIST
CD & Video	34	0-	-	--	-	--
Library automation	17252	--	1005	--	18259	--
Weeding (Hard & Soft)	--	--	--	--	--	--
Others (specify)	10		-		10	

4.3 IT Infrastructure									
4.3.1 Technology Upgradation (overall)									
	Total Comp uters	Compu ter Labs	Internet	Browsing Centres	Comp uter Centr es	Office	Departments	Available band width (MGBPS)	Others
Existi ng	22	10	22	0	0	7	3	100 MBPS	2
Adde d	0	0	Wi-fi existing	0	0	0	0	0	0
Total	22	10	22	0	0	7	3	100 MBPS	2
4.3.2 Bandwidth available of internet connection in the Institution (Leased line) (Fibre Connection)									
100 MBPS /GBPS									
4.3.3 Facility for e-content									
Name of the e-content development facility					Provide the link of the videos and media centre and recording facility				
Nil					N/A				
4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc									
Name of the teacher		Name of the module			Platform on which module is developed			Date of launching e - content	
Nil									

4.4 Maintenance of Campus Infrastructure			
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
<p>4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (<i>maximum 500 words</i>) (information to be available in institutional Website, provide link)</p> <p>In order to maintain and utilize physical, academic and support facilities Barbhag College maintains well planned procedure and policies. There are different committees such as academic council, construction committee, purchase committee, library committee, etc. to execute the overall plan and policy. The academic council takes the responsibility of admission process, preparation of class routine and internal examination related works of the college. A well structured library committee exists as per government norms. This committee decides overall maintenance and management of the library. Heads of all departments submit the list of required books and journals to the library committee through the librarian for purchase of the books and journals. The library has the facilities of separate reading rooms for the students and teachers. The students are obligated to collect the library clearance certificate before semester examination ensuring the return of books. The construction committee formed by the Governing body verifies the tenders submitted for infrastructural works. All the equipments and accessories are purchased according to the approval of purchase committee. All the heads of concerned departments take the responsibility for the overall management of the laboratories. For laboratory equipments, heads of concerned departments submit the requirements to the authority (principal) and the authority call for the tender and quotations to purchase the required equipments. A room with gym facility is available in the college for teachers and students. A canteen committee constituted for the monitoring of the canteen. The IQAC along with the other cells and sub- committees give the valuable suggestion to authority for academic and infrastructural development.</p>			
CRITERION V - STUDENT SUPPORT AND PROGRESSION			

5.1 Student Support					
5.1.1 Scholarships and Financial Support					
	Name /Title of thescheme	Number of students	Amount in Rupees		
Financial supportfrom institution	Poor fund	02	2395/-		
Free Admission (Sponsored by State Govt.)	Free Admission (Sponsored by State Govt.)	1064	2121357/-		
Financial support from other sources					
a) National	Post matric scholarship schemes minorities Post matric scholarship OBC Post matric scholarship SC Ishan uday HDFC bank educational crisis scholarship	08 07 04 09 01	25000/-		
b) International	--	--	--		
5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,					
Name of the capability enhancement scheme		Date of implementation	Number of students enrolled	Agencies involved	
1. Lecture program on effective planning and time management		24/08/18	15	Dept. of Economics	
2. Interdisciplinary Teaching Learning Programme on Research Methodology on Emperical Research		24/10/18	42	Dept .of English	
3. Bridge Course on Basic Mathematics for 1 st semester Students(from Arts Stream) of Economics Honours		6 – 11 August, 2018	12	Dept. of Economics	
4. Bridge Course for 1 st semester Students of English Honours Academic Writing		1 – 7 August, 2018	6	Dept. of English	
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2018-19	1.Awareness programme on career options after Graduation on 4 th august 2018		58		

	2. Personal career counseling on 20 th Dec 2018		4		
	3. Awareness programme on Information related to scholarship schemes by government held on 17 th January 2019.		65		
	4. Personal career counseling on 3 rd June 2019.		5		
5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year					
Total grievances received		No. of grievances redressed		Average number of days for grievance redressal	
3		3		7 days	
5.2 Student Progression					
5.2.1 Details of campus placement during the year					
On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Nil	Nil	Nil	--	--	--
5.2.2 Student progression to higher education in percentage during the year					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018-2019	09	B.A.	Education, Assamese & Pol.Sc.	Gauhati University, K.B.V.S.A.S.U.	M.A. in Education , Assamese & Pol. Science
5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)					
Items		No. of Students selected/qualifying		Registration number/roll number for the exam	
NET					
SET					
SLET					
GATE					
GMAT					
CAT					
GRE					
TOFEL					
Civil Services					
State Government Services					
Any Other –Teacher Eligibility Test (TET)		03			

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year			
Activity	Level		Participants
1. Sports, Cultural & Literary Event 2.	College Level		107
3. Debate competition on “ <i>Globalisation has withdrawn state authority</i> ” 4.	College Level		32
5. Essay competition on “ <i>Sampratik Paristhitik Axomor Satra aru Rajneeti</i> ” 6.	College Level		19
7. Essay competition on “ <i>Upojukto prarthir nirbasonehe ganatantrik sashan byewashasthak sabal kore</i> ” (English Trans.: Only by Electing the right people, the system of democratic governance can be strengthened)	College Level		10

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
--	--	--	--	--	--	--

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The student union of Barbhag College consists of President, Vice president, General Secretary, Assistant General secretary, secretary and assistant secretary of games, cultural secretary, debate secretary, secretary of magazine, girls’ common room and boys’ common room. They are the representatives of the student community and actively take part in academic and administrative bodies. They are members in various committees and administrative units like IQAC, grievance cell and also extend their welfare schemes through the unit of NSS. Catering the requirements of the Student community, the student union provides a platform to bring forward their grievances in front of the authorities of the college and also ensures that their grievances are timely redressed. Apart from grievance redressal, the student body, organizes and works out on the college week providing various platforms in form of events to showcase student’s talents and abilities. Varied sports and cultural events are organized and motivate students to take an active part in it. It further ensures adequate availability of resources in form of books, online e resources for the students in the library. Diverse awareness and welfare programmes are undertaken as an initiative by the student’s council that includes awareness on environment, health and also have worked on welfare schemes for the development of the adopted village. Schemes like Swaccha Bharat Abhiyan have been welcomed with their active participation in the college. The union has done impressive works in fields of cleanliness and gender sensitization programmes

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

No

5.3.2 No. of ~~registered~~ enrolled Alumni: 924

5.3.3 Alumni contribution during the year (in Rupees) :

NIL

5.3.4 Meetings/activities organized by Alumni Association :

1. Alumni meet of Political science department on 8th September, 2018
2. Alumni meet of Assamese department on 30th September, 2018
3. Alumni meet of Economics department on 28th October, 2018
4. Alumni meet of History department on 8th November, 2018

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)
<p>Barbhag College has effectively implemented the two management practices- decentralization and participative management in every level of college administration for its smooth functioning. Two examples where these two practices are implied are:</p> <p>1. Academic Council: The Academic Council plays key role in the academic administration of the college. This Council is formed under the chairmanship of the Principal of Barbhag College and participative in nature as it comprises of all the Head of the departments. It takes all the major academic decisions including admission process, to fix the annual academic calendar of the college, to manage the classes and syllabus, to fix the date of internal examination etc. The functioning of this council is also decentralised as all the decisions are taken by the Principal after the discussion with the members.</p> <p>2. Grievance Redressal Cell: Another example of decentralization and participative management in the college is the Grievance Redressal Cell. The main function of this Cell is to look into the complaints lodged by any student or staff of the college and take necessary action. The formation of this Cell is highly decentralized and participative as it includes members convenor (appointed by the Principal) 2 ex-officio members, one senior faculty member and two students’ representatives.</p>
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial:
<p>Partial.</p> <p>Barbhag College has adopted effective management information system that helps in the management of the college. The apex body of the college i.e the Governing Body comprises of the President, the Principal, nominees of the affiliated University, teachers’ nominees, non-teaching staff nominees, student guardian members and all the crucial decisions taken in the Governing Body are circulated by the Principal and also by the nominees among the teaching and non-teaching staff.</p> <p>The Principal discusses different issues by holding meeting with the teaching and non-teaching staff from time to time and other notices through his order book. The college has developed committee system for effectively manage the administration. For the academic management, there are committees like admission committee, Academic Council, Examination Council, Library Committee etc that include members from both teaching and non-teaching staff and all the important notices are circulated through the notice books maintained by each committee. The Academic Council chaired by the Principal make strategy for every academic session including new admission, conduct of classes, coverage of syllabus, conduct of internal examinations etc with the approval of the Governing Body and the detail information is made public through college website, notice board etc.</p> <p>Regrading the financial management of the college, all the decisions are taken by the Governing Body and any kind of construction and purchase is done by the respective committees that include both teaching and non-teaching staff. To convey important notices to student, the college utilises the notice board service. In this way, management information system is well maintained in the college so that everybody is well informed about the management of the college.</p>
6.2 Strategy Development and Deployment
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):
<p>❖ Curriculum Development</p> <p>Being an affiliated college to Gauhati University, Barbhag College enjoys very little scope in curriculum development as it is bound to follow the curriculum designs followed by the affiliated University. However, the college provides suggestions from time to time to the Academic Registrar of the Gauhati University to incorporate changes in the syllabus. In the current session too, the Academic Council of the college took resolution to suggest changes to the Academic Registrar of Gauhati University about the Honours course syllabus of political Science and sent the application thereby</p>
<p>❖ Teaching and Learning</p> <p>Teaching Learning is the main thrust area of the College. The annual teaching learning activities in the college is done under the following ways:</p> <ul style="list-style-type: none"> • Before the commencement of each semester, the Head of each Department organises department meetings and divided the course and related duties related like student mentoring

system, tutorial duties among the other members of the department. The teachers are required to prepare lesson plans including the aims and objectives and methodology in their allotted portion. The advanced learners are identified and inspired by the departments to attend workshops, seminars, internships, etc. with a view to sharpening their research aptitude. Similarly, for slow learners, the teachers adopt remedial measures.

- As part of teaching methodology, the teachers use the traditional lecture method with the use of blackboard, chalk etc. however, to engage the students in the academic activities, they are given home assignments, projects etc. Different departments organise class seminar for the students so that they can participate and express their views on the discussed topic.
- The library of the College plays important role among students. With the collection of vast numbers of books, students are encouraged to visit the library and acquaint themselves with different knowledge.

❖ Examination and Evaluation

For both the examination and evaluation process, the college follows the guidelines of Gauhati University.

The external examination and evaluation are conducted by the University as per its academic calendar.

However, in the internal examination, the college conducts sessional examinations, home assignment, project, group discussion, field works etc as guided by the University and evaluated accordingly in the college. For the project works in different subjects, external examiners are invited and students have to present their projects before them.

Re-test is conducted or those who could not appear scheduled internal examinations on genuine ground.

❖ Research and Development

The college encourages research activities among teachers and students. In this year, Nitumoni Das, Assistant Professor of the Department of Education attained PhD degree for her doctoral thesis entitled “A Study of Burnout (Among the Government and Private Secondary School Teachers in Relation To Their Organizational Commitment and School Environment”.

At present, the college has 5 laboratories for Science and Arts subjects and the college emphasises on maintaining all the required facilities in those laboratories.

There are no Minor research project (MRP) granted or completed in this year.

❖ Library, ICT and Physical Infrastructure / Instrumentation

Library, ICT and Physical infrastructural development during academic session of 2018-2019 can be shown as under:

- Before the session 2018-2019, the Library of Barbhag College had 31250 text and reference books, more than 199500 e-Books with N-List subscription, 5 journals and more than 6000 E-Journal with N-List Subscription. In this current session, the Library added 423 new Text Books and Reference Books. Therefore, the total numbers of Text Books and Reference Books available in the Library are 31,673.
- There is no ICT development in the current session
- Regarding the infrastructural development of the college, construction of the South Building and the Library is started during this session.

❖ Human Resource Management

Barbhag College utilises the human resource of the institute to bring the qualities latent in them. This can be summed up as under:

- The college manages the teaching staff not only in teaching but also in other activities like research works, social and extension activities, teaching-learning evaluation etc. They are members to different committees and duly responsible for the duties assigned to them.
- Again, the non teaching staffs of the college participate in different functions associated with different

<p>committees and in college management in addition to the regular duties assigned to them.</p> <ul style="list-style-type: none"> Another important component of college human resource, the students also participate in different curricular and co-curricular activities of the college. The college organises different competitions for the students to show their talents. <p>The college organises training programmes for the Faculty and non-faculty members for capacity building and professional development. In 2018-2019, the IQAC of Barbhag College has organised a training programme for the non-teaching staff on “Tools for Digital Transformation”, on 22nd September, 2018. Again, Faculty Development Programme was organised by the college with collaboration of Entrepreneurship Development Institute of India under the Department of Science and Technology, Government of India from 18.02.2019 to 02.03.2019.</p>				
<p>❖ Industry Interaction / Collaboration NIL</p>				
<p>❖ Admission of Students</p> <p>For the admission of students, the college follows the following procedure:</p> <ul style="list-style-type: none"> For the admission process, the college follows the guidelines and circulars given by the Director of Higher Education (DHE), Government of Assam. Here, admission is done purely on merit basis keeping in mind the reservation policy of different communities as per the rule of Government. For the admission of new students for the coming academic session, the Academic Council chaired by the Principal takes decisions about the numbers of students to be admitted, reservation of seats, date of admission, selection of students etc and circulated the decisions in the college. The date of the admission process is duly notified in the college notice board and also in college website. After this, the Admission Committee scrutinises the applications and analyses the profiles of the students for different courses and prepare the lists of probable students for each course on merit basis. Here, the Reservation Policy of the Govt. of India is strictly followed in the time of admission. The college has also Fee waived for the students having below Rs. 1,00,000/- annual income as per the rule of the Government. 				
6.2.2 : Implementation of e-governance in areas of operations:				
<p>❖ Planning and Development NIL</p>				
<p>❖ Administration NIL</p>				
<p>❖ Finance and Accounts</p> <p>The submission of salary bill of staff is done online through the govt. Portal <i>Finassam.in</i>. The salary of staff is transferred online to their respective bank accounts.</p>				
<p>❖ Student Admission and Support</p> <p>Students scholarship disbursement is done online through the govt. Portal <i>nsp.gov.in</i></p>				
<p>❖ Examination</p> <p>From 2017, the College has started online form fill up process for external examinations conducted by Gauhati University.</p>				
6.3 Faculty Empowerment Strategies				
6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year				
Ye ar	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amou nt of suppor t
	NIL			
6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year				

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2018			Tools for Digital Transformation	22.09.2018	
2019		Faculty Development Programme (Entrepreneurship Development Institute of India)		18.02.2019-02.03.2019	52
6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year					
Title of the professional development programme		Number of teachers who attended		Date and Duration (from – to)	
Faculty Development Programme (Behavioural Remodelling and Use of ICT Tools for Classroom Delivery of Teachers)		02		26/11/2018-02/12/2018	
Short Term Course (Value Education)		01		29/10/2018-04/11/2018	
Refresher Course (Environment Studies)		02		24/09/2018-14/10/2018	
Refresher Course (Library and Information Science)		01		30/07/2018-19/08/2018	
Short Term Course (Disaster Management)		01		30/10/2018-05/11/2018	
Refresher Course (Economics and Commerce)		01		08/11/2018-28/11/2018	
Refresher Course		01		30/01/2019-19/02/2019	
Faculty Development Programme (Entrepreneurship Development Institute of India)		13		18/02/2019-02/03/2019	
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):					
Teaching			Non-teaching		
Permanent	Fulltime		Permanent	Fulltime/temporary	
Pankaj Mazumdar	Pankaj Mazumdar		Pankaj Mazumdar	Pankaj Mazumdar	

Ranjumoni Doloi	Ranjumoni Doloi	Ranjumoni Doloi	Ranjumoni Doloi	
6.3.5 Welfare schemes for				
Teaching	<ol style="list-style-type: none">1. There is <i>Barbhag College Employees’ Fund</i> that provides loan facilities to the teaching and non teaching staff of the college with nominal interest and minimum paper works. The share from the members is collected from the salary and the dividend is also distributed among the share holders yearly.2. There is also a welfare scheme Group Insurance Scheme (GIS) among the teaching and non-teaching staff.3. The college encourages participation of teaching staff in the professional development courses like FDP, FIP, RC, STC, workshop, seminars etc and also organises the same in the college campus.4. The faculties enjoy Child Care Leave (CCL), Maternity Leave and Earned Leave etc.			
Non teaching	<ol style="list-style-type: none">1. The college organises skill development and other administrative training programmes for non-teaching staff.2. There is <i>Barbhag College Employees’ Fund</i> that provides loan facilities to the teaching and non teaching staff of the college with nominal interest and minimum paper works. The share from the members is collected from the salary and the dividend is also distributed among the share holders yearly.3. There is Group Insurance Scheme (GIS) for non-teaching staff.			
Students	<ol style="list-style-type: none">1. For the students, the College has a Fund namely Students’ Poor Fund. There is a provision of free admission for the poor students and they also get free books from the Library.2. Students of minority community SC/ST/OBC gets scholarship.			
6.4 Financial Management and Resource Mobilization				
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)				
<p>Barbhag College regularly conducts both internal and external audit to maintain financial transparency and accountability in the college. For the annual internal financial audit, the Principal as decided by the Governing Body appoints an accountant who takes up the responsibility of the financial audit. For this, the college accountant provides him with all the necessary documents like receipts and details of expenditure incurred in the year. For the session 2018-2019, the internal financial audit has been done by the college.</p> <p>The external financial audit of the college is also done regularly by the financial auditors nominated by the Director of Audit, Government of Assam. However, it may be delayed as this audit is conducted by external agencies.</p>				
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)				
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.	Purpose	
NIL		NIL	NA	
6.4.2 Total corpus fund generated : 570157/-				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Principal

Administrative	NO	NO	NO	NA
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
Two guardians are the nominee members of the Governing Body of the College selected for a term of three years, who play important role in the decision-making in the college.				
2. Parents-Teachers Meeting is organised by the College for the session 2018-2019 on 14.12.2018.				
3. They provide necessary support and participate in different activities whenever called upon by the college.				
6.5.3 Development programmes for support staff (at least three)				
1. The IQAC of Barbhag College has organised a training programme on Office Management Procedures for the support staff on 24 th September, 2018.				
2. Principal and Supervisory Assistant regularly interact with the support staff and keep them updated on the changes in office procedures.				
3. Sensitation Programme on maintaining an Eco-friendly campus on 4 th October, 2018.				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
1. The college has introduced B.Sc Honours in Mathematics and Chemistry.				
2. The old college Library is shifted to the newly constructed and renovated Library and equipped with modern technology and N-List Subscriptions under e-ShodhSindhu Consortium of INFLIBNET. At present, the Library is well stocked with 31,673 textbooks and reference books, more than 199500 e-books with N-List subscription, 5 journals, more than 6000 N-Listed E-journals and 16 CDs and Videos.				
3. At present, the college has 3 existing smart classrooms and 22 computers divided between different departments and office.				
4. The college has also installed Barbhag College Water Treatment Plan under the financial grants of Rs/ 7 Lakh received from the MLA of the Barkhetri Legislative Assembly, Mr. Narayan Deka. This grand was provided by the MLA under the Development Fund of the financial year of 2018-2019.				
6.5.5				
a. Submission of Data for AISHE portal : Yes				
b. Participation in NIRF : No				
c. ISO Certification : No				
d. NBA or any other quality audit : No				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
	1. Seminar on Intellectual Property Rights	10.12.2018	10.12.2018	54
	2. Observance of World Environment Day	05.06.20019	05.06.20019	103
	3. Feedback collected from Students and Teachers, feedback received has been analysed and placed in the Governing Body.	12.12.2018 – 23.01.2019	12.12.2018 – 23.01.2019	224
	4. Internal Academic	03.08.2019 –	03.08.2019 –	49

	Audit done	04.08.2019	04.08.2019	
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES			
7.1 - Institutional Values and Social Responsibilities			
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)			
Title of the programme	Period (from-to)	Participants	
		Female	Male
1. Gender sensitisation programme in the village Dingdingi	15/09/2018	42	10
2. Lecture programme on Women Empowerment	18/09/2018		
3. Lecture on Prevention of Breast and Cervical cancer	08/03/2019	24	12
7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources			
As a part of Environmental consciousness and sustainability the college organised the following programmes			
1. A cleanliness drive cum plantation on religious places near college campus in collaboration with ‘Sandhan’ NGO from 9 January 2018 to 14 th January 2018.			
2. Observation of World Environment Day in Collaboration with <i>Barbhag juva Samaj</i> on 5 th June 2019			
3. The Department of Botany of this college organised a lecture programme on Organic Farming on 11 th March 2019.			
4. The Department of Zoolgy organised a lecture programme on “House Sparrow Protection” on 20 th March 2019.			
7.1.3 Differently abled (Divyangjan) friendliness			
Items Facilities	Yes/No	No. of Beneficiaries	
Items Facilities	Yes/No	2	
Physical facilities	Yes		
Provision for lift	No		
Ramp/ Rails	Yes		
Braille Software/facilities	No		
Rest Rooms	Yes		
Scribes for examination	No		
Special skill development for differently abled students	No		
7.1.4 Inclusion and Situatedness			
Enlist most important initiatives taken to address locational advantages and disadvantages during the year			

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
NIL						
7.1.5 Human Values and Professional Ethics						
Code of conduct (handbooks) for various stakeholders						
Title		Date of Publication		Follow up (maximum 100 words each)		
HANDBOOK OF CODE OF CONDUCT		5 th August 2018		The Handbook of Code of Conduct is designed for various stakeholders of the college like Governing Body, Principal, Librarian, Teaching and Non-teaching Staff. Details of the handbook are uploaded in College Web site and are distributed among the stakeholders.		
7.1.6 Activities conducted for promotion of universal Values and Ethics						
Activity		Duration (from-----to-----)			Number of participants	
International yoga Day		21/06/2019 to 21/06/2019			45	
World Environment Day		05/06/2019 to 05/06/2019			136	
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)						
<p>Following initiatives have been taken to make the campus eco-friendly:</p> <ol style="list-style-type: none"> 1. Use of bamboo Dustbin in the college Campus 2. Cleanliness drive in the college campus under Swatch Bharat Abhijan by the NSS volunteer 3. Tree Plantation in the college campus by Botany Department. 4. College campus is declared as <i>No Tobacco Zone</i>. 5. College is declared as <i>No Horn Zone</i> 						
7.2 Best Practices						
<p>Describe at least two institutional best practices</p> <p>Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link</p>						
<p>Two institutional best practices of the college are as follows:</p> <ol style="list-style-type: none"> 1. Cultural Procession: the college has conducted a cultural procession to depict the various folk cultures of Indian Communities in general and Assamese Community in particular. Most of the students of the college are actively participated in the cultural procession. the best participant groups are awarded by the college authority in the college week concluding ceremony. 2. Population Awareness programmes: Many awareness activities has been conducted by the college relating to environment, academic development, health and hygiene for womenfolk of the college fraternity and gender sensitisation programme in the nearby villages of the college 						
7.3 Institutional Distinctiveness						
<p>Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust</p> <p>Provide the weblink of the institution in not more than 500 words</p>						
<p>The vision of Barbhag College is to mould the character of the future generation as competent citizens of the nation, who can be self reliant and inspiring for others. It has its mission a passionate concern for providing higher education to upcoming generation of this educationally and socially backward region. The college intendeds to translate in to reality the dreams and vision of the founding fathers through teaching learning ,innovation research and evaluation. The college pledge for upliftment of the rural poor by making them aware of the global changes through education and co curricula activities.The main priority of the college is as follows.</p>						

Comprehensive development of the socially disadvantageous and economically backward people. Dissemination of knowledge of different branches of modern science and humanities. Production of enlighten human resources in the region in order to bring about all round development. To bring about a change in the attitude of the new generation learners towards a better environment in this region. To provide learning materials and connected the students of the rural and remote region with the e-learning facilities, the college provided a central digital library within the campus.

8. Future Plans of action for next academic year (500 words)


- 1. To collect, analyse feedback from students and teachers and to take action on the feedback.
- 2. Academic audit to be conducted
- 3. To Organise Faculty Improvement Programme for Teachers .
- 4. Training programme on office management.
- 5. To observe 150 years of birth anniversary of Mahatma Gandhi
- 6. To conduct health awareness programme as part of extension activities
- 7. To organise gender sensetisation programmes
- 8. To conduct cleanliness drive in the neighbouring areas
- 9. To conduct environmental awareness programme
- 10. To organise students’ capability building programmes with the help of teaching departments




Co-ordinator
Internal Quality Assurance Cell
Barbhag College

Name: Dr. Anupam Dutta

Signature of the Coordinator, IQAC


Principal & Secretary
Barbhag College

Name : Sri Unusar Rahman

Signature of the Chairperson, IQAC