

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR)

2011-12

**Submitted to
National Assessment and Accreditation Council
Bangalore**



**Submitted by
Internal Quality Assurance Cell
B.H.B. College, Sarupeta
Sarupeta P.O., Dist. Barpeta
Assam 781318**

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

1. Details of the Institution

1.1 Name of the Institution	B.H.B. College
1.2 Address Line 1	Sarupeta P.O.
Address Line 2	Barpeta District
City/Town	Sarupeta
State	Assam
Pin Code	781318
Institution e-mail address	principal@bhcollege.com
Contact Nos.	03666 245513
Name of the Head of the Institution:	Mr. Lohit Chandra Baruah
Tel. No. with STD Code:	03666 245513
Mobile:	9435307115
Name of the IQAC Co-ordinator:	Dr. C Densingh

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

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

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	74.25	2004	2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

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

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

- i. AQAR _____ (DD/MM/YYYY)
- ii. AQAR 2011-2012 submitted to NAAC on 18/11/2015
- iii. AQAR _____ (DD/MM/YYYY)

iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(e.g. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

PGDCA, CCA (GU) run by the Computer Application Department of the College

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

Gauhati University

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

x

Autonomy by State/Central Govt. / University

x

University with Potential for Excellence	<input type="text" value="x"/>	UGC-CPE	
DST Star Scheme	<input type="text" value="x"/>	UGC-CE	<input type="text" value="x"/>
UGC-Special Assistance Programme	<input type="text" value="x"/>	DST-FIST	<input type="text" value="x"/>
UGC-Innovative PG programmes	<input type="text" value="x"/>	Any other (<i>Specify</i>)	<input type="text" value="x"/>
UGC-COP Programmes	<input type="text" value="x"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="7"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="Nil"/>
2.4 No. of Management representatives	<input type="text" value="3"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="Nil"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>
2.8 No. of other External Experts	<input type="text" value="Nil"/>
2.9 Total No. of members	<input type="text" value="9"/>
2.10 No. of IQAC meetings held	<input type="text" value="5"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="1"/> Faculty <input type="text" value="4"/>
Non-Teaching Staff	<input type="text" value="1"/>
Students	<input type="text" value="1"/>
Alumni	<input type="text" value="1"/>
Others	<input type="text" value="x"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text"/>

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

Problems of Entrepreneurship Development in Assam
Folk Culture of Bodos and its Contribution to Mainstream Culture

2.14 Significant Activities and contributions made by IQAC

A Socio-Economic Survey was conducted in village Bogemari of Barpeta District in September, 2011 by Department of Statistics.
Students' Feedback on Teachers was obtained on 28-10-2011.
Academic audit was conducted and follow up action was taken in December 2011
College News Bulletin 2011-12 published.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To conduct academic audit of departments planned Construction of Hostel boundary wall Efforts to improve academic environment made Computer Literacy Drive for staff planned	Academic audit carried out as planned Work completed IQAC monitored the academic activities of various Departments Computer Literacy Drive held

* Attach the Academic Calendar of the year as Annexure.

Academic Calendar enclosed as Annexure I

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Approved with minor modifications

Criterion - 1

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	X	X	X	X
PG	X	X	X	X
UG	1	X	X	X
PG Diploma (PGDCA)	1	X	1	X
Advanced Diploma	X	X	X	X
Diploma	X	X	X	X
Certificate	1	X	1	
Others	1 (H.S.)	X	X	X
Total	4	X	X	X
Interdisciplinary	X			
Innovative	X			

1.2 (i) Flexibility of the Curriculum: CBCS/Core/[√] Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2
Trimester	X
Annual	1

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

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

*Please provide an analysis of the feedback in the Annexure

Student Feedback Analysis enclosed as Annexure II

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

No, the University prepares and introduces new syllabus as and when needed for all affiliated colleges.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
43	33	10	No	No

2.2 No. of permanent faculty with Ph.D.

5

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

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil Nil Nil

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	X	22	X
Presented papers	X	22	X
Resource Persons	X	X	X

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

Group Discussion, Field Survey, Lecture Sessions, workshop, Audio-video session

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

233

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

Nil

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

Nil

Nil

Nil

2.10 Average percentage of attendance of students

81%

2.11 Course/Programme wise Distribution of pass percentage:

Title of the Programme	Total no. of students	Division
------------------------	-----------------------	----------

	appeared	Distinction	I	II	III	Pass %
TDC Part III	110	X	5	28	51	76.36 %

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

- Academic Audit in consultation with individual Departments
- Special Coaching for slow learners
- Holding Seminars, Group Discussion

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	1
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	8	Nil	Nil	4
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

With a view to promoting research, research oriented books and journals are made available in the Central Library.
Access to online facilities for research work made available in the college.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	X	X	X
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	x	x	x	x	2
Sponsoring agencies					Institution

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

3.13 No. of collaborations

International

National

Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs: NIL

From funding agency

From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
Nil	X	X	X	X	X	X

3.18 No. of faculty from the Institution
who are Ph. D. Guides and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events
University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized:

University forum College forum
NCC NSS Any other

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

- A socio-economic survey was conducted in the village Ujjan Barbari, Dist. Barpeta by Extension Education Cell on June 15, 2011
- An Awareness Programme on Aids was organized by Extension Education Cell at Puran Bhawanipur on September 6, 2011

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	9.24 acres	X	State Govt.	9.24 acres
Class rooms	16	2	UGC + State Govt.+ College Fund	18
Laboratories	2	X	UGC	2
Seminar Halls	1	X	UGC + State Govt	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	13	4	UGC	17
Value of the equipment purchased during the year (Rs. in Lakhs)	4.4 Lakhs	1.1 Lakhs	UGC	5.5 Lakhs
Others	X	X	X	X

4.2 Computerization of administration and library

- With the computerization of the Central Library, access to books and journals has been made easy for staff and students.
- E-Books have been added to collection of hard copies in the library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (in Rupees)	No.	Value(in Rupees)	No.	Value(in Rupees)
Text Books	8517	489564/-	998	9081/-	9515	498641/-
Reference Books	1128	127810/-	163	51920/-	1291	179730/-
e-Books	240		50		290	Donated
Journals	1	1680/-	X	X	48	1680/-
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	28	10	2	x	x	3	10	3
Added	2		2	x	x	x	x	
Total	30	10	4	x	x	3	10	3

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

Network Resource Centre is fully functional with four computers and internet access.
Individual departments have been provided with computers and internet connection.
Students often make use of power point presentation of their papers in departmental seminars.

4.6 Amount spent on maintenance in lakhs:

i) ICT	Rs.12,000.00
ii) Campus Infrastructure and facilities	Rs.2,52,000.00
iii) Equipments	Rs.18,000.00
iv) Others	Rs.10,000.00
Total :	Rs.2,92,000.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Student Feedback is taken annually by IQAC with a view to enhancing the quality of education.
- English Elocution Society of the College holds regular classes to help the students improve their skills in spoken and written English. The college has the practice of publishing updated prospectus every year.
- The students are made to have a thorough understanding of the academic activities of the college at the beginning of every year.
- Under the guidance of IQAC, free computer training is given to 20 students to make them computer savvy and computer literate.

5.2 Efforts made by the institution for tracking the progression

- Career Counselling of the College in collaboration with individual departments keeps tab on academic progression of students and their eligibility for recruitment.
- The Women Cell of the College helps women students to become aware of their rights and voice their grievances.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
550	6	-	HS- 529

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	239	43.4%		312	56.6%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
308	13	108	65	x	494	338	18	130	66	x	552

Demand ratio 1:1

Dropout : 7.6%

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

The Career Counselling Cell of the College takes upon itself the task of preparing the students for recruitment.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Counselling of the students is made periodically by the counselling and career guidance cell of the college.
Information regarding employment opportunities for students is provided regularly.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	17

5.8 Details of gender sensitization programmes

- Lecture Session was conducted by Women’s Cell on 6th December 2011 ‘Gender Discrimination: Challenges and Remedies’
- A Seminar was held on “Sexual Harassment of Women at Workplace” on 8th March 2012 by Teachers’ Unit of the College

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level	<input type="checkbox"/>	National level	<input type="checkbox"/>	International level	<input type="checkbox"/>
Cultural: State/ University level	<input type="checkbox"/>	National level	<input type="checkbox"/>	International level	<input type="checkbox"/>

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	63	Rs.18900.00
Financial support from government	234	Rs.635053.00
Financial support from other sources	4	Rs.17400.00
Number of students who received International/ National recognitions	X	X

5.11 Student organised / initiatives

Fairs : State/ University level	<input type="checkbox"/>	National level	<input type="checkbox"/>	International level	<input type="checkbox"/>
Exhibition: State/ University level	<input type="checkbox"/>	National level	<input type="checkbox"/>	International level	<input type="checkbox"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The college sincerely believes that through proper implementation of the future plans, it will be fully equipped in the coming years to meet the challenges in higher education in the fast changing society of the present century and contribute significantly to the emerging knowledge based economy of the day.

6.2 Does the Institution have a management Information System:

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

6.3.1 Curriculum Development

The Course curriculum is developed by the University of Gauhati to which the college is affiliated. The College provides many opportunities for the development of innate skills of the students.

6.3.2 Teaching and Learning

The following activities help in the teaching learning process in the College:

- Use of multimedia in class rooms
- Group discussions, seminars, lecture sessions, workshops and debates
- Special classes for slow learners
- Vocational Training through Functional English.

6.3.3 Examination and Evaluation

- Annual examination system with ten marks for internal assessment.
- A mechanism for monitoring the performance of students in internal and external examinations is in practice.
- There is an academic committee headed by senior professors of the college to monitor the academic progress of the college.
- Teachers take active part in examination and evaluation work functioning as examiners, scrutinizers, head examiners and supervisor of examinations conducted by the SEBA, AHSEC and Gauhati University.

6.3.4 Research and Development

Research and research related activities figure prominently in the academic life of the college. The central library of the College is well equipped with a good number of reference books, research oriented journals etc. with modern electronic devices conducive to research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The college makes the best use of ICT facilities available in the college. The library housed in a spacious building has all the facilities to cater to the needs of the increasing number of students in the college. The reading room attached with the main building of the library has computers and e-books to meet the academic needs of the students. Xerox copiers in the library come in handy for copying study material from rare reference books.

6.3.6 Human Resource Management

- Generally teachers are entrusted with the job of teaching one whole paper especially for major subjects.
- Teachers take active part in extra and co-curricular activities of the college.

6.3.7 Faculty and Staff recruitment

Faculty and staff recruitment are carried out in line with the rules and regulations of the University of Gauhati as well as with the statutory orders of the Government of Assam in addition to the guidelines of the University Grants Commission.

6.3.8 Industry Interaction / Collaboration:

No

6.3.9 Admission of Students

An admission committee comprising the staff of the college is formed to take care of admission of students. Selection is done purely on the basis of merit. Individual departments conduct special tests to selection of major students. As the college is located in a rural and backward area, poor students, women students and students belonging to SC/ST/OBC/MOBC/ Minority students are given preference.

6.4 Welfare schemes

Teaching	Saharjya Nidhi, B.H.B. College
Non teaching	Saharjya Nidhi, B.H.B. College
Students	Student Aid Fund, B.H.B. College

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	X	X	Yes	IQAC
Administrative	X	X	Yes	Administration

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

Nil

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

Nil

6.11 Activities and support from the Alumni Association

A Lecture Session by Alumni Association on “Role of Students in Maintaining Social Harmony” was held on 13 September, 2011.

6.12 Activities and support from the Parent – Teacher Association

A meeting of Parent-Teacher Association was held on 10 June 2012.

6.13 Development programmes for support staff

A Three-day training in basic computer application was conducted by the Department of Computer Application for support staff as well for the faculty members of the College.

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

- Environmental Awareness Programme was held on 5 June 2011 to make the campus eco-friendly.
- Cleanliness Drive was organised by the Students’ Union of the college on 23 September 2011
- Environmental awareness progress is a regular feature in the academic activities of the college. Our college is situated in a pollution-free area with greenery. Fishing and farming are added activities that make the campus eco-friendly. Garbage is dumped in dustbins in the campus. The approach roads are full of trees and shrubs on either side. A park like garden in front of the administrative block is an additional attraction.

Criterion – VII

7. Innovations and Best Practices

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

- The Department of Bodo conducted a workshop on The Need for Folk Culture for Ethnic Harmony on 23 August 2011.
- A study tour was organized by the Nodal Officer of Environmental Studies with a view to creating awareness among students about the importance of keeping the environment clean.

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

Academic audit of departments taken and remedial actions initiated
The construction of hostel boundary wall completed as planned
The academic environment of the college improved with concerted effort.
Computer Literacy Drive carried out as planned.

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

Enclosed as **Annexure III**

**Provide the details in annexure (annexure need to be numbered as i, ii,iii*

7.4 Contribution to environmental awareness / protection

Environmental awareness programmes are a regular feature in the academic life of the college. World Environmental Day (5 June) was celebrated during the session. Lectures on environmental awareness and planting of saplings marked the occasion. Decision was taken to make the campus free from the use of tobacco and plastic products. Cleanliness drive was initiated to keep the campus spick and span. The wing for Social Service of the Students Union of the College conducts programmes of campus cleanliness once a month.

7.5. Whether environmental audit was conducted

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

8. Plans of institution for next year 2012-13

1. Initiation of construction of digital library
2. Construction of indoor stadium planned
3. Expansion of infrastructural facilities including more classrooms
4. Better sanitation facilities in the college
5. Beautification of campus planned

Name C DENISINGH

Name Ashwini K. Mehta

C Denisingh

AM

Signature of the Coordinator, IQAC
Convenor
I.Q.A.C.
B.H.B. College, Sarupeta.

Signature of the Chairperson, IQAC
Principal, B.H.B. College
P.O. Sarupeta

ANNEXURE I
ACADEMIC CALENDAR
ACADEMIC CALENDAR FOR THE SESSION 2011-2012 (ANNUAL COURSE)

B. A/ B. Sc/ B. Com Course, (April, 2011 To March, 2012)

Months/ Year	Dates		Particulars	Administrative Working Days Office hours from 10 am to 4.30 pm	Class Days Class hours from 9.15 am to 4 pm
	Sundays	Holidays			
April/11	3,10, 17, 24	14-16 22	Bohag Bihu. Good Friday.	1, 2, 4-9, 11-13, 18-21, 23 25-30	Nil
Total	4	4		22	Nil
May/11	8, 15, 22, 29	1 17	May-Day Budha Purnima	2-7, 9-14,16, 18-21, 23-28,30, 31	2-7, 9-14, 16, 18-21, 23-28, 30, 31
Total	4	2		25	25
June/11	5, 12, 19, 26	16-30	Summer Vacation	1-4, 6-11, 13-15, 16-18, 20-25, 27-30	1-4, 6-11, 13-15
Total	4	15		26	
July/11	3, 10, 17, 24, 31	1-15	Summer Vacation	1, 2, 4-9, 11-16, 18-23, 25-30	16, 18-23, 25-30
Total	5	15		26	13
Aug/11	7, 14, 21, 28	15 18 22 30 31	Independence Day. Tithi of Madhab Dev Janmastami. Tithi of Sri Manta Sankardeda. Id Ul-Fitre	1-6, 8-13, 16, 17, 19, 20, 23-27, 29	1-6, 8-13, 16, 17, 19, 20, 23-27, 29
Total	4	5		22	22
Sep./11	4, 11, 18, 25	1	Id Ul-Fitre	2, 3, 5-10, 12-17, 19-24, 26-30	2, 3, 5-10, 12-17, 19-24, 26-30
Total	4	2		25	25

Oct./11	2, 9, 16, 23, 30	2 3-11 18 26	Birth Day od Mahatma Gandhi Durga Puja/ Janmotsav of Sandardev Kati Bihu Kali Puja& Dewali	1, 12-15, 17, 19-22, 24, 25, 27-29, 31	1, 12-15, 17, 19-22, 24, 25, 27-29, 31
Total	5	12		16	16
Nov./11	6, 13, 20, 27	7 10	Ed-Uz-Zuha Guru Nanak's Birth Day.	1-5, 8, 9, 11, 12, 14-19, 21-26,28, 29, 30	1-5, 8, 9, 11, 12, 14-19, 21-26,28, 29, 30
Total	4	2		24	24
Dec./11	4, 11, 18, 25	6 25	Maharam Christmas Day	1-3, 5, 7-10, 12-17, 19-24, 26-31	1-3, 5, 7-10, 12-17, 19-24, 26-31
Total	4	2		26	26
Jan./12	1, 8, 15, 22, 29	14-16 17 26 28	Magh-Bihu Silpi Divas Republic Day Saraswati Puja.	2-7, 9-13, 18-21, 23-25, 27, 30, 31	2-7, 9-13, 18-21, 23-25, 27, 30, 31
Total	4	2		25	25
Feb./12	5, 12, 19, 26	20	Shiv Ratri Puja	1-4, 6-11, 13-18, 21-25, 27-29	1-4, 6-11, 13-18, 21-25, 27-29
Total	4	15		26	
March/12	4, 11, 18, 25,	8	Dol Yatra	1-3, 5-7, 9, 10, 12-17, 19-24, 26-31	1-3, 5-7, 9, 10, 12-17, 19-24, 26-31
Total	4	1		26	26

ACADEMIC CALENDAR FOR THE SESSION 2011-2012 (SEMESTER COURSE)

B. A/ B. Sc/ B. Com Course, (June, 2011 To June, 2012)

Months/ Year	Dates		Particulars	Administrative Working Days Office hours from 10 am to 4.30 pm	Class Days Class hours from 9.15 am to 4 pm
	Sundays	Holidays			
June/11	5, 12, 19, 26	16-30	Summer Vacation.	1-4, 6-11, 13-15, 16-18, 20-25, 27-30	Nil
Total	4	15		26	
July/11	3, 10, 17 24, 31	1-15	Summer Vacation.	1, 2, 4-9, 11-16, 18-23, 25-30	16, 18-23, 25-30
Total	5	15		26	13
Aug./11	7, 14, 21, 28	15 18 22 30 31	Independence Day Tithi of Madhab Dev Janmastamomi Tithi of SriManta Sankardev Id Ul-Fitre.	1-6, 8-13, 16, 17, 19, 20, 23-27, 29	1-6, 8-13, 16, 17, 19, 20, 23-27, 29
Total	4	5		22	22
Sep./11	4, 11, 18, 25	1 17	Id Ul-Fitre. Biswakarma Puja	2, 3, 5-10, 12-16, 19-24, 26-30	2, 3, 5-10, 12-16, 19-24, 26-30
Total	4	2		24	24
Oct./11	2, 9, 16, 23, 30	2 3-11 18 26	Birth Day of Mahatma Gandhi Durga Puja/ Janmotsav of Sandardev Kati Bihu Kali Puja& Dewali	1, 12-15, 17, 19-22, 24, 25, 27-29, 31	1, 12-15, 17, 19-22, 24, 25, 27-29, 31
Total	5	12		16	16
Nov./11	6, 13, 20, 27	7 10	Ed-Uz-Zuha Guru Nanak's Birth Day.	1-5, 8, 9, 11, 12, 14-19, 21-26,28, 29, 30	1-5, 8, 9, 11, 12, 14-19, 21-26,28, 29, 30
Total	4	2		24	22

Dec./11	4, 11, 18, 25	6 25	Maharam Christmas Day	1-3, 5, 7-10, 12-17, 19-24, 26-31	Nil
Total	4	2		26	
Jan./12	1, 8, 15, 22, 29	14-16 26 28	Magh-Bihu Republic Day Saraswati Puja.	2-7, 9-13, 18-21, 23-25, 27, 30, 31	2-7, 9-13, 18-21, 23-25, 27, 30, 31
Total	5	5		21	21
Feb./12	5, 12, 19, 26	20	Shiv Ratri Puja	1-4, 6-11, 13-18, 21-25, 27-29	1-4, 6-11, 13-18, 21-25, 27-29
Total	4	1		24	24
Mrch./12	4, 11, 18, 25,	8	Dol Yatra	1-3, 5-7, 9, 10, 12-17, 19-24, 26-31	1-3, 5-7, 9, 10, 12-17, 19-24, 26-31
Total	4	1		26	26
April./12	1, 8, 15, 22, 29	13-16	Bohag Bihu	2-7, 9-12, 17-21, 23-18, 30	2-7, 9-12, 17-21, 23-18, 30
Total	5	4		22	22
May/12	6, 13, 20, 27	17	Buddha Purnima	1-5, 7-12, 14-16, 18, 19, 21-26, 28-31	1-5, 7-12,
Total	4	1		26	11
June/12	4, 11, 18, 25,	Nil	Nil	1-3, 5-10, 12-17, 19-24, 26-30	Nil
Total	4	Nil	Nil	26	Nil

Important Notes :-

- The Annual College week festival will be held in the last week of January as per schedule to be notified in due time.
- The dates of others important events such as Freshmen Social, Election of Students' Union tc. Will be notified in due time and any alteration or modifications in respect of holidays/class days etc. Will also be notified accordingly.
- H.S. I & II Yr. Final Exam. Will be held as per AHSEC notification.
- TDC- I, II III Yr. Final Exam. Will be held as per G.U. notification
- End semester Examination of semester system will be held as per schedule of G.U.

ANNEXURE II

STUDENT FEEDBACK

The Internal Quality Assurance Cell ably assisted by the academic committee of the college obtained feedback from students on various aspects of the academic life of the students. The feedback was analysed and corrective action was taken according to the findings.

To the query how far the course of study was relevant to their day to day needs, 80% of the students found it positive. 55% of the students found their course of study good and the rest found it manageable. Regarding the availability of texts and reference books prescribed, 70% of the students found it adequate where as the rest found it inadequate.

While rating the facilities like computer and internet in the college, 80% of the students found it good and 20% of them found it average.

Regarding sports facilities in the college, 80% found it very good and the rest found it good.

The students found the following subjects their favourite ones in the order it is written - Philosophy, Economics, English, Political Science and Education.

Student Feedback was also obtained from all the students on individual teachers of all departments regarding regularity of the teacher, his mode of presentation, his ability to explain, scope in the class for interaction, teacher's motivational approach, interaction after class hours, encouragement for co-curricular activities and personality of the teacher. The academic committee of the college analysed the feedback in consultation with the Principal and corrective measures were taken.

ANNEXURE III BEST PRACTICES

Practice 1

1. Title of the Practice

ECONOMIC FORUM

2. Goal

The primary aim of this practice is to make the students understand the burning economic issues confronting our country and find out the ways and means to tackle these issues. The students, being the stakeholders of the community, can bring about drastic changes in society which will facilitate the economic progress of the country.

3. The Context

This practice is well aware of the fast changing economy of the world and the need for the student community to be in constant touch with the trends of the time for the wellbeing of the economy of the country. The Economic Forum facilitates the students with rural background to have a thorough idea about economic issues and solutions.

4. Practice

The Economic Forum meets once every month. Interactive sessions are held. These sessions help the students improve their ability to understand the issues at local and national levels.

5. Evidence of Success

The forum with its focus on economic development attracts a large number of students. They do take an active part in the deliberations.

6. Problems Encountered and Resources:

Though many students join the forum, they become irregular as time wears on. In this regard, the students are not to be blamed as they are quite busy with their academic work throughout the year. Moreover, lack of resources does not help the cause.

Contact Details:

Name of the Principal: Mr. Aswini Kumar Medhi

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Practice 2

1. Title of the Practice

FOLKLORE STUDY CENTRE

2. Goal

This practice aims at showcasing the folk tradition popular in Assam. The students are given a chance to get exposed to the popular folk tradition of the land. This will help them forge closer ties with one's own culture and people.

3. The Context

In the context of the western tradition and culture making inroads into the native tradition of our country which is detrimental to its growth, the establishment of the folklore study centre is thought of as a viable alternative. This is sure to inculcate a feeling of oneness with the rural folk into the students.

4. Practice

The Folklore Study Centre is open to all. Those who are interested in the growth of folk tradition and practices can be a part of the centre. There are a number of students who have made it a habit to have close ties with the centre.

5. Evidence of Success

The Centre houses a large number of artefacts which are a proof of artistic excellence of folk artists of the locality. Former students of the college also often visit and help in popularising folk tradition.

6. Problems Encountered and Resources:

This practice is quite successful. However, there are issues that are to be immediately addressed. The artefacts kept in the museum need to be kept safely. The upkeep of this centre requires financial aid from college which is sorely lacking.

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