Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**BAHONA COLLEGE**
Name of the head of the Institution	**Dr. Prasanna Kumar Dutta**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03762398044**
Mobile no.	**9435713575**
Registered Email	**bahonacollege@rediffmail.com**
Alternate Email	**bahonacollege1966@gmail.com**
Address	**Bahona College, Neemati Road, P.O - Bahona**
City/Town	**Jorhat**
State/UT	**Assam**
Pincode	**785101**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Rofique Ahmed**
Phone no/Alternate Phone no.	**03762398044**
Mobile no.	**9678675117**
Registered Email	**iqacbahonacollege@gmail.com**
Alternate Email	**rofiqueahmed@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**https://backendbahona.corexx.in/src/uploads/COLLEGE_OTHERS/AQAR%202018-19_cY6XUHBgof.pdf**

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	**https://www.bahonacollege.edu.in/notifications/academic**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**71.75**	**2004**	**09-Jan-2004**	**08-Jan-2009**
2	**B**	**2.71**	**2015**	**15-Nov-2015**	**14-Nov-2020**

6. Date of Establishment of IQAC

15-Jun-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
National Webinar on Rural futures as research, Social Mobility & Livelihood	05-Aug-2020 1	57
Training Program on GIS, A hands on training programme on introduction to google Earth Pro & QIS	06-Aug-2020 1	30
National Webinar on Peace, Security & Social Justice	20-Jul-2020 2	60
Webinar on Transforming Indian Higher Education	06-Sep-2020 1	250
Workshop on interview skill	12-Mar-2020 2	90
Weekly Student's assembly	01-Oct-2019 365	700
Introduction of Teacher's Diary	01-Oct-2019 365	52
[View File](#)		

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
Bahona College	Household survey in 5 adopted village under unnat bharat abhiyan	Unnat Bharat Abhiyan	2020 365	50000
Bahona College	Outreach Programme by colleges in rural schools	Assam science technology and environment council	2020 365	29000
Bahona College	Environment & Climate Cell	ASTEC	2020 365	50000
Bahona College	Environment & Climate Cell	ASTEC	2020 365	60000
Bahona College	Excursion	DHE	2019 365	100000
Bahona College	Lab Equipment	DHE	2019 365	240000
[View File](#)				

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

Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**1**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting 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**

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

Increasing faculty participation in research and study

Taken initiative for recording faculty activities through teacher's & HOD's diary

Organizing Student's Assembly for motivation, recognition & dissemination

Taken initiative for online curriculum transaction

Taken initiative for academic and administrative audit and green audit

[View File](#)

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

Plan of Action	Achivements/Outcomes
Strengthening Resources	**Recruiting faculties in different departments, Recruiting librarian, Renovating buildings, Enriching multi gymnasium, Collecting book for library through donation.,**
Student's Enrichment	**Organizing counselling programme, orientation programmes, Workshop on group discussion and seminar presentation, Organizing online session on cross-cutting issues, continuing weekly student's assembly etc.**
Academic & Curricular Development	**Taking initiative for Academic Audit, Online publication of prospectus and academic calendar, Online teaching during COVID pandemic, Re framing of**

	daily routine to optimise human and non-human resources
Student's Support & Progression	Organizing Career Counseling Programmes, Extending departmental book support, Extending e-connectivity, Continuing existing student support provisions
Innovative Practices	Online departmental profile, individual profile, student satisfaction survey, Opening youtube platform for online teaching,
Infrastructural Development	Opening of Boy's Hostel, Renovation of auditorium, Renovation of teacher's common room, Extension of CC Camera Connection, Making provision of speaker in classroom, erecting smart board, developing multi gymnasium etc.
Employees Development	Developing mechanism for online teaching, Organizing skill enhancement programme for support staff, Appointing faculties in different departments, Appointing screening committee for quality maintenance in faculty promotions
Extension Activities	Organizing Gyan Mela on Science Exposer, Observing National Science Day, Distributing Food relief during COVID Pandemic, Organizing Programme on the awareness of water Pollution Air Pollution
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	30-May-2020
17. Does the Institution have Management Information System ?	No

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

The College adopts the under-graduate curriculum provided by the parent institute, Dibrugarh University. The IQAC has a sub-committee on resource management. The main function of this committee is to prepare college routine so as to optimize the use manpower and infrastructural resources to facilitate curricular transaction. The heads of the department are assigned to implement and monitor the practice of lesson plans.. The Vice-principal of the college monitors the curriculum transaction as per daily routine. There are two parts in the curriculum. One is written/theory and other is internal assessment. Internal assessment comprises of sessional examination, group discussion and seminar and attendance. Sessional exams are held either departmentally or/and college as a whole. Students' seminars are organized both by departmentally and inter-departmentally. Group discussion and attendance are managed by the departments themselves. Students are made accountable to be present in curricular transactions through a system of notifying non-collegiate and discollegiate students. Some of the departments have incentive giving mechanism on attendance and academic performances. The Academic Development Cell under IQAC centrally at regular basis organizes workshop on seminar/GD preparation and presentation. There are eight digital class room and movable laser projector to avail digital delivery of curriculum. Apart from laboratory activities, science departments, even some of the arts departments organize students' field survey and project preparation. Remedial classes for weak students and special classes for advanced students are performed on the basis of departmental and individual faculty effort. There are also mentoring provisions to take care of weak and advanced students at individual level. There are both central library and departmental libraries/book banks to provide reading materials to the needy students. Most of the faculties supply reading materials to the students either from his/her own stock or searching net. End examination and assessment are organized by the branch of Examination Controller of Dibrugarh University. There is a system of Annual Departmental Profiling where all the departments need to record the extent of curricular already transacted. Departmental profiles are checked by both IQAC and the management of the college. Necessary accountability and providing suggestions are practiced on the basis of this profiling system. Principal of the college, on his own part regularly organizes meeting at the presence of heads of the departments to make review on curricular transactions, assessment and the likes. Recently IQAC of the college has introduced the provisions of maintaining three types of diaries – Students' Diary, Head of the Departments' Diary and Diary of the Faculty – where provisions have been incorporated to record the nature and extent of curricular transactions on daily basis. This has been considered as a good system of curricular documentation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill
No file uploaded.		

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	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Assamese, Economics, Education English, History, Political Science	01/06/2019
BSc	Botany, Chemistry, Mathematics, Physics Computer Science, Statistics, Zoology	01/06/2019

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

	Certificate	Diploma Course
Number of Students	Nil	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	Nill	Nill
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botany	21
BSc	Zoology	22
BSc	Chemsitry	13
BSc	Physics	24
[View File]		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nill
Alumni	Nill
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Systematic feedback mechanism, at present, is a part and parcel of quality management of Bahona College. This mechanism has been continued since 2003. Initially it was only a practice of gathering students' feedback information only on teachers. In those days, basically classroom verbal interaction by the faculties was resorted to gather students' feedback. On other aspects such as course, reading materials, campus facilities, support provisions etc. and the

findings were reported to the authority when felt necessary. This was totally an informal practice without having any record. Sometimes general meeting was held either among the students or among the guardians/parents to know their responses in different aspects. This practice was to some extent formal as the proceeding was recorded. Gradually IQAC of Bahona College has been developing a formal feedback mechanism in terms of filling feedback questionnaires by different stakeholders and processing the data in computer by using a standard index fitting formula. On the basis of this index, interdepartmental and intradepartmental ranks of teachers were derived in three dimensions – quality achievement, quality balancing and quality concentration. Ten quality indicators with different weightage are used to rank the teachers in case of these three quality dimensions. Recently, feedback software has been developed by the IQAC of Bahona College jointly with the firm Corex, Guwahati which can be availed online. This is an all round feedback mechanism as it encompasses as large as 162 indicators covering teachers' quality, campus facility, classroom amenities, curricular aspects, administrating system, internal evaluation system, support system etc. Apart from students' it also keeps provisions to gather feedback information from parents and teachers. Now IQAC of Bahona College gather feedback information for each semester duration and preparing a report submit it to the authority. The authority of the college takes necessary steps on the basis of this report. In this online system there are two provisions of preparing the report. One report is auto generated by the software and other is prepared by IQAC particularly for teachers' quality on 21 aspects. There is also a parallel provisions of gathering feedback from the students on the basis of Students Satisfaction Survey. IQAC of Bahona College has a cell of students' grievance redressal under it and keeps five provisions open to place redressal appeal – drop box, email, whats app messaging, submitting application directly to the principal and organizing six monthly session for open discussion. Feedback from teachers are taken in group meeting and proceeding is maintained from which necessary proposals are placed to respective authorities. Similarly feedback from parents is gathered at parent-teacher meetings organized at departmental level and findings there on are tried to materialize phase wise.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Honors	160	439	159
BSc	Honors	150	538	140
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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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	411	Nill	48	Nill	48

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 (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
48	48	40	8	2	2

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The under graduate students of the college are taken under the care of mentoring in different ways. They are group mentoring, whatsapp mentoring and mentoring over phone. In each department students are grouped among the faculties on the basis of lottery. Each group is heard in person once in a week, the time is framed by the mentor himself/herself under whom it is assigned. WhatsApp mentoring and mentoring over phone are common to the faculties at departmental level. Formerly mentoring register was maintained departmentally on the basis of which a six month mentoring report was prepared and was submitted to the IQAC. Recently this provision has been replaced by six monthly Students' College Diary where the students need to record all types of mentoring time to time. After submission of the diary to the department the IQAC plans to make a survey on the mentoring services performed by the departments and a six monthly report is expected to be prepared to have reflection on its strength and weaknesses. But this plan could not be taken into action because of long days lock down rendered by pandemic Covid 19.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
890	48	1:19

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
14	12	2	12	9

2.4.2 – Honours and recognition 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
2020	Dr. Shantana Saikia	Associate Professor	Women Exceptional Leader of Excellence, 2020

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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
BSc	UG-Science	2020	21/10/2020	14/12/2020

| BA | UG-Arts | 2020 | 21/10/2020 | 18/12/2020 |

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

The college makes continuous evaluation on the basis of guidelines given by the parent institute, Dibrugarh University. There are three (3) components in continuous evaluation – Group Discussion/Seminar, Sessional Examination Attendance. In case of group discussion seminar presentations the departments have autonomy to design perform them. But the evaluation format is same for all the departments given by the IQAC. Generally group discussion is resorted in 1st 2nd semester and both group discussion and seminar presentation in 3rd to 6th semester. To make the continuous evaluation better in quality the Academic Development Cell under IQAC organizes interdepartmental seminar in every semester. As so far attendance and sessional examinations are concerned rules here are followed given by the University Guidelines. Most of the departments have own incentive mechanism to make the attendance quality better. These are the provisions followed in this college for last three years. For quality development of group discussion and seminar presentation the IQAC recently adopted a new policy to organize workshop on seminar paper preparation and art of group discussion. Accordingly this has bee done for the odd semesters by the Research Cell and Academic Development Cell.

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

1st June to 14th June, 2019- Admission notice Completion of the admission process, Departmental sitting, HOD's sitting. Selections of students in B.A/B.Sc 1st Semester H.S 1st Year Classes. 1st June to 14th June, 2019 - Preparation of College class routine. Notification of course plan/ Departmental Class routine in general notice board and concerned Departmental notice board. 7th June, 2019 – Commencement of the B.A / B.Sc 3rd 5th Semester classes. 17th June, 2019 – Commencement of the B.A / B.Sc 1st Semester H.S 1st Year Classes. 24th June to 28th June, 2019 – Observation of departmental Freshmen social in the department. 29th June, 2019 – Observation of Freshmen social in the college. 1st of July to 31st July, 2019 – Mid semester vacation for teaching staff. 15th July, 2019 – Observation of College Foundation Day. 8th August to 14th August, 2019 – 1st Sessional Examination of B.A / B.Sc Programme. 15th August, 2019 – Observation of Independence Day. 28th August, 2019 – Tirubhab Tithi of Sri Sri Madhab Dev. 31st August, 2019 – Students Union Election of the college. 1st September, 2019 – Observation of tirubhab Tithi of Sri Sri Sankardev. 5th September, 2019 – Observation of Teachers' Day. 10th October to 19th October, 2019 –2nd Sessional Examination of B.A / B.Sc Programme Unit-test for HS Classes. 15th November to 14th December, 2019 – End Semester Examination B.A/ B.Sc Programme. 16th December 2019 to 15th January, 2020 – Semester end vacation for teaching staff. 16th January, 2020 – 1. Commencement of even semester classes 2. Notification of class routine (College/ Departmental)/ course plan in the notice boards 20th January to 25th January, 2020 – College Week. 26th February, 2020 – Interdepartmental Student's Seminar. 20th February to 28th February, 2020 - 1st Sessional Examination of even semester B.A / B.Sc Programme. 8th March, 2020 – Observation of International Women's Day. 6th April to 11th April, 2020 - 2nd Sessional Examination of B.A / B.Sc Programme. 23rd April, 2020 – Observation of World Book Day. 11th May, 2020 – Result of HS 1st Year Examination. 11th May, 2020 – Commencement of H.S 2nd Year (Arts/Sc.) classes. 8th May to 8th June, 2020 – End Semester Examination of B.A/ B.Sc Programme. (I is to be noted that because of lock down due to Covid 19 Pandemic this academic calendar could not be followed to the letter.)

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)

https://www.bahonacollege.edu.in/notifications/downloads

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG-Science	BSc	Chemistry, Zoology, Botany, Physics, Mathematics, Statistics	99	93	93.94
UG-Arts	BA	Assamese, English, Economics, Education, Political Science, History	49	42	85.71

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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)

https://www.bahonacollege.edu.in/notifications/downloads

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	Amount received during the year
Total	365	Assam Science Technology and Environment Council	195000	195000
Any Other (Specify)	365	Assam Science Technology and Environment Council	50000	50000
Students Research Projects (Other than compulsory by the University)	365	Assam Science Technology and Environment Council	145000	145000

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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
A workshop on Seminar Presentation on the Area of Language, Social Science and Science	Committee on Research and Consultancy under IQAC, Bahona College	14/09/2019
One Week Workshop on Leadership Development	NSS, Bahona College	10/09/2019
Outreach Classroom Training Programme	Department of Botany, Bahona College	01/11/2019
Seven Days Faculty Development Programme of Latex : Aesthetic of Scientific Documents	Department of Mathematics, Bahona College	07/08/2020
Webinar on Transforming Indian Higher Education, A Journey Forward from National Policy on Education 1986 to National Education Policy 2020	Department of Zoology, Bahona College	06/09/2020
National Webinar on Peace, Security and Social Justice : Impact of Covid 19 Pandemic on Women	Women Cell, Bahona College	20/07/2020
Training Programme on GIS - A Hands on Training Programme on Introduction to Google Earth Pro and GIS	IQAC, Bahona College	06/08/2020
National Webinar on Rural Futures as Research, Social Mobility and Livelihoods	IQAC, Bahona College	05/08/2020
Preparation on Competitive Examinations and Interviews	Amar Alochona Team, Bahona College	23/08/2020
National Webinar on How to Prepare for All India Level Competitive Examinations and Other Administrative Services	Department of Botany, Bahona College	20/09/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Women Exceptional Leader of Excellence, 2020	Dr. Shantana Saikia	Women Economic Forum	25/07/2020	International

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	Nil	Nil	Nil	Nil	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
3	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Assamese	1
Political Science	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Mathematics	1	4.02
International	Physics	2	3.5
International	Economics	1	1.2
National	zoology	3	2.24
International	Botany	13	0.89
International	Chemistry	7	4.99
National	Economics	1	10.15

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Library (Total 6)	6
Botany (Total 12)	3
History (Total 3)	1
English (Total 4)	1
Political Science (Total 15)	4
Physics (Total 2)	1
Assamese (Total 1)	1
Economics (Total 7)	2

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of

Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
Mutagenic Effectiveness and Efficiency of Individual and Combination Treatments of Gamma Rays and Ethyl Methanesulfonate in Black Gram [Vigna mungo (L.) Hepper].	Dr. Rafiul Amin Laskar	Advances in Zoology and Botany	2020	0	Bahona College, Jorhat	Nill
Assessment on cytotoxic and mutagenic potency of Gamma rays and EMS in Vigna mungo L. Hepper.	Dr. Rafiul Amin Laskar	Biotecnología Vegetal	2019	3	Aligarh Muslim University, Aligarh	3
Induction of Morphological Mutations and Mutant Phenotyping in Black gram [Vigna mungo (L.) Hepper] using Gamma Rays and EMS.	Dr. Rafiul Amin Laskar	Vegetos (Springer)	2019	9	Aligarh Muslim University, Aligarh	6
A Quick Method for Screening Biocontrol Efficacy of Bacterial Isolates	Bhaskar Dowarah	Bio-protocol	2020	0	Department of Botany, Gauhati University, Guwahati, Assam, India -	Nill

against Bacterial Wilt Pathogen Ralstonia solanacearum in Tomato					7810014.	
Endophytes from Gnetum gnemon L. can protect seedlings against the infection of phytopathogenic bacterium Ralstonia solanacearum as well as promote plant growth in tomato	Bhaskar Dowarah	Microbiological Research	2020	4	Department of Botany, Gauhati University, Guwahati, Assam, India - 7810014.	2
Mining of miRNAs from EST data in Dendrobium nobile	Bhaskar Dowarah	Bioinformation	2020	2	Department of Botany, Gauhati University, Guwahati, Assam, India - 7810014.	2
Wave amplitude modulation in fan loops as observed by AIA/SDO	Aishawnnya Sharma , Durgesh Tripathi, Robertus Erdélyi, Girjesh R. Gupta, and Gazi A. Ahmed.	Astronomy Astrophysics	2020	3	1. Inter-University Centre for Astronomy and Astrophysics, Post Bag-4, Ganeshkhind, Pune 411007, India. 2. Department of Physics, Tezpur University, Tezpur	3

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Morphology-Dependent Photocatalytic Degradation of Organic Pollutant and Antibacterial Activity with CdS Nanostructures	Himanshu Rajbongshi	Journal of Nanoscience and Nanotechnology	2020	2	Bahona College	5
Shell thickness dependent photocatalytic activity of EDTA-assisted Ag/ZnO core-shell nanoparticles under sunlight irradiation	Himanshu Rajbongshi	Materials Research Express	2019	2	Gauhati University	2
Synthesis and characterization of nanocrystalline Cd 1-x Zn x S thin films by chemical bath deposition (CBD) method	Sumbit Chaliha	AIP Conference Proceedings	2019	0	Bahona College	2

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Orchestrated catalytic double rollover a	Pirudhan Karak, Champak Dutta, Tanoy	Chemical Communications	2019	7	7	Organometallics Smart Materials Laboratory

nnulation: rapid access to N-enriched cationic and neutral PAHs	Dutta, Apurba Lal Koner, Joyanta Choudhury					, Department of Chemistry, Indian Institute of Science Education and Research (IISER) Bhopal, Bhopal 462 066
Leveraging Metallotro pism-Enabled Substrate Activation in Cobalt-Catalyzed Annulation Chemistry: Protic NHC Template Is the Key	Champak Dutta, Samim Sohel Rana, Joyanta Choudhury	ACS Catalysis	2019	7	3	Organome tallics Smart Materials Laboratory , Department of Chemistry, Indian Institute of Science Education and Research (IISER) Bhopal, Bhopal 462 066
Wave amplitude modulation in fan loops as observed by AIA/SDO	Aishawnnya Sharma , Durgesh Tripathi, Robertus Erdélyi, Girjesh R. Gupta, and Gazi A. Ahmed	Astronomy Astrophysi cs	2020	2	3	1. Inter -Universit y Centre for Astronomy and Astrop hysics, Post Bag-4, Gan eshkhind, Pune 411007, India. 2. Department of Physics, Tezpur Uni versity, Tezpur 784028, India.
Mining of miRNAs from EST	Bhaskar Dowarah	Bioinfor mation	2020	2	2	Department of Botany,

data in Dendrobium nobile						Gauhati University, Guwahati, Assam, India - 7810014.
A Quick Method for Screening Biocontrol Efficacy of Bacterial Isolates against Bacterial Wilt Pathogen Ralstonia solanacearum in Tomato	Bhaskar Dowarah	Microbiological Research	2020	2	2	Department of Botany, Gauhati University, Guwahati, Assam, India - 7810014.
A Quick Method for Screening Biocontrol Efficacy of Bacterial Isolates against Bacterial Wilt Pathogen Ralstonia solanacearum in Tomato	Bhaskar Dowarah	Bio-protocol	2020	2	Nill	Department of Botany, Gauhati University, Guwahati, Assam, India - 7810014.
Performance evaluation of induced mutant lines of black gram (Vigna mungo (L.) Hepper).	Dr. Rafiul Amin Laskar	Acta fytotechn zootechn	2020	13	1	Bahona College
Mutagenic Effectiveness and Efficiency of Individual and Combin	Dr. Rafiul Amin Laskar	Advances in Zoology and Botany	2020	13	Nill	Bahona College

ation Treatments of Gamma Rays and Ethyl Methanesulfonate in Black Gram [Vigna mungo (L.) Hepper].						
Assessment on cytotoxic and mutagenic potency of Gamma rays and EMS in Vigna mungo L. Hepper.	Dr. Rafiul Amin Laskar	Biotecnología Vegetal	2019	13	3	Biotecnología Vegetal
Induction of Morphological Mutations and Mutant Phenotyping in Black gram [Vigna mungo (L.) Hepper] using Gamma Rays and EMS.	Dr. Rafiul Amin Laskar	Vegetos (Springer)	2019	13	6	Biotecnología Vegetal
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	21	32	8	6
Presented papers	3	5	Nill	Nill
Resource persons	Nill	2	Nill	Nill
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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/	Number of teachers	Number of students

	collaborating agency	participated in such activities	participated in such activities
Gandhi Jayanti Celebration	NSS, Student Union, Teachers Unit	12	45
Cleanliness Drive on 27/09/2019	NSS and District Swaccha Bharat Mission	2	20
Independence Day 2019	NSS, Studenet Union, MannShow	6	65
International Yoga Day 2019	NSS and NCC	5	100
World Earth Day 22/04/2019	NSS and Eco Club	4	32
World Environment Day 2019	NSS	1	26
Leadership Development Programme From 10th September, 2019 to 16th September, 2019	NSS	8	40
COVID Awareness initiative throughout the year 2019	NSS and Community Extension Cell	2	40
Food as Relief Item distribution in April 2020	NSS Student Union	20	29
Contribution to Assam Arogya Nidhi in April 2020	NSS Student Union	2	3
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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	Number of students Benefited
0	0	0	Nill
No file uploaded.			

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 participated in such activites	Number of students participated in such activites
Publication of e-book on Yoga	IQAC, Bahona College	Yoga Awareness	2	7
Swaccha Bharat Mission	NSS District Swaccha Bharat	Cleanliness Drive on	2	20

		MIssionX	27/09/2019		
Covid Awareness Initiatives	NSS with Community Extension Cell, Bahona College	Health Protection	2	40
Food Relief Distribution during lock down for Covid 19	NSS, Students Union and Teachers Unit, Bahona College	Meeting food shortage	4	29
Environment and Climate Protection	Environment and Climate Cell and Eco Club	Protection of Migratory Birds	3	40
National Green Corps	ECO Club and Assam Science Society, Bahona Branch	Solution of Plastic Pollution	7	350
Protecting Rural Greenery	Environment and Climate Cell, NSS, NCC, Students Union, Bahona College	Plantation	10	60
National Green Corps	ECO Club and Assam Science Society, Bahona Branch	Observing National Science Day	25	220
National Green Corps	ECO Club and Assam Science Society, Bahona Branch, Bahona College	Observing World Environment Day	6	20
Yoga Development	NSS and NCC, Bahona College	Observing International Yoga Day	5	100
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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
Nil	0	NIl	0
No file uploaded.			

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	Duration To	Participant

Students Research	Laboratory Services	North East Institute of Science and Technology	01/01/2020	31/12/2020	20
Students Research	Laboratory Services	Tocklai Tea Research Institute, Jorhat	01/01/2020	31/12/2020	20
Students Research	Laboratory Services	Assam Agriculture University	01/01/2020	31/12/2020	15
Industry Partner	Printing Technology	Unika Prakashan, M. G. Road, Jorhat, Assam, 785001	01/01/2020	31/12/2020	20
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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/Activities	Number of students/teachers participated under MoUs
Yepmen Kick Boxing	01/01/2020	For mental and physical development	35
Badminton Coaching	01/01/2020	For Sports Development	30
Corex, Guwahati, Assam	01/01/2020	Online Services	800
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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
4500000	4500000
100000	100000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added

Seminar halls with ICT facilities	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
No file uploaded.	

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 patially)	Version	Year of automation
SOUL	Partially	2.0	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	30417	6268988	2598	408660	33015	6677648
Journals	Nill	Nill	6	12500	6	12500
e-Journals	6293	Nill	Nill	Nill	6293	Nill
Reference Books	2583	774900	Nill	Nill	2583	774900
e-Books	160809	Nill	Nill	Nill	160809	Nill
Digital Database	1	5900	Nill	Nill	1	5900
No file uploaded.						

4.2.3 – 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	Nil	Nil	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	102	3	9	2	4	15	13	8	5
Added	8	0	25	1	0	0	0	0	0
Total	110	3	34	3	4	15	13	8	5

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)
8 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	[Nil](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 incurredon maintenance of physical facilites
400000	**334701.84**	**400000**	**378024**

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Procedures and Policies for Maintaining, Utilizing Physical Academic Support Facilities Short Descriptions Science Laboratories Science laboratories are utilized as per daily class routine and as per the need researchers. They are maintained under the charge respective departments. Any physical lapses of laboratories are met by the college authority on receiving requisitions from the HODs. Library There is a Library Committee to work for better utilization and maintenance of the library. Software is used for library management. There are also departmental library in each department working as a branch central library. One part of its books are lent from the central library and other is collected by the department. Indoor Stadium Gym A faculty incharge is there to handle the use of the indoor stadium and it is maintained as per requisition made by the incharge when and where necessary. After college hour, it has been used in private partnership with an MOU. Digital classrooms There are seven digital rooms of which four are mainly used as classrooms and maintenance responsibility have been assigned to four departments. Any requirement there is met by the authority on the basis of application made by HODs of those departments. Rest three is used for dual purpose – class and conference and their use and maintenance responsibility have been assigned to college office. An allotment register is maintained for proper use of these digital rooms. General classrooms There are 70 nondigital classrooms utilization of which are made as per daily class routine and maintenance responsibility of them is assigned to college office. There are provisions of annual repairing and painting when and where necessary. Conference Halls There are three conference halls and their use and maintenance responsibility have been assigned to college office. An allotment register is maintained for proper use of these conference halls. Canteen Building There is a separate management committee to look after the use and maintenance of the canteen building. The canteen is kept open in office hours during working days. There is separate sitting arrangement for employees and students here. Any physical lapse of the canteen is met on the basis of requisition made by the canteen management committee. Auditorium College auditorium is used for general meetings, large gatherings, students' assembly, cultural programmes, and other special occasions such as to organize drama training and workshop, mass yoga session etc. This is looked after by the college office as so far maintenance part is concerned. Computers There are more than 100 desk top computers, of which 60 are in three computer laboratories 5 in library, 12 in departments, 5 in college office. There are

also 5 laptops used for office work and digital classes and in seminar and workshops when and wherever are necessary. Computer labs are run under the responsibility of respective departments. Any lapse there is met on the basis of requisition from the HOD of those departments. For other desktops and laptops there is user responsibility. There is also provision of AMC for the desktops.

https://www.bahonacollege.edu.in/notifications/downloads

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	College Merit Scholarship	16	38000
Financial Support from Other Sources			
a) National	Ishan Uday Special Scholarship Scheme for NER	98	5292000
b)International	0	Nill	0
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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 implemetation	Number of students enrolled	Agencies involved
Talk on the Artistic Features of Art and Craft : An Overview	08/08/2020	35	Amar Alochona Team, Bahona College
Popular talk on Students Politics in Assam : Aspiration and Dispiration	11/11/2020	35	Amar Alochona Team, Bahona College
Observing World Environment Day Online	05/06/2020	55	Department of Zoology, Bahona College
Inter-departmental Seminar	25/09/2019	80	Academic Development Cell, Bahona College
Popular Talk on Importance of Bio-Pesticide in Modern Agriculture Practices	13/09/2019	30	Department of Zoology, Bahona College
Observing National Science Day	28/02/2020	35	Assam Science Society, Bahona Branch, Bahona College
Observing	21/06/2020	60	NSS, Bahona

International Yoga Day				College
Talk on Dr. Sarvapalli Radha Krishnan - A mentor empowers a person to see a possible future	05/09/2020	40		Department of Education, Bahona College
Talk on incident of Increasing Women Violence	14/10/2020	40		Amar Alochona Team, Bahona College
Talk on Social Service and Students Society	07/09/2020	35		Amar Alochona Team, Bahona College
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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 for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Workshop on Leadership Development	40	40	Nill	Nill
2020	Workshop on Interview Skill	35	35	Nill	Nill
2020	Formation of Organized Mentality and Strategy Increasing Employment Opportunity	30	30	Nill	Nill
2020	The Preparation of Competitive Exam and Interviews	42	42	Nill	Nill
2020	Webinar on How to Prepare for All India Competitive Examination and other Government Services	38	38	Nill	Nill
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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	Number of grievances redressed	Avg. number of days for grievance redressal
16	8	90

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	Nill	Nill	Nil	Nill	Nill
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	7	B. A.	Economics	Assam Women University, D.K.D. College	M. A.
2019	8	B. A.	English	D.U. Assam University, Sikkim Central University, Cotton University	M. A.
2019	3	B. A.	Political Science	Assam Central University	M. A.
2019	2	B. A.	Assamese	Dibrugarh University	M. A.
2020	6	B. Sc.	Physics	D.U., North East Institute of Science and Technology, Jaisagar College	M. Sc.
2019	1	B.Sc.	Statistics	Dibrugarh University	M. Sc.
2019	6	B. Sc.	Mathematics	Rajiv Gandhi University, North East Institute of Science and	M. Sc.

					Tecnology	
2019	7	B. Sc.	Botany	USTM, Royal Global University, Demoriya College		M. Sc.
2019	8	B. Sc.	Chemistry	Dibrugarh University, Kaziranga University		M. Sc.
2019	6	B. Sc.	Zoology	NEHU, Assam Central University, Gauhati University		M. Sc.

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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	Number of students selected/ qualifying
NET	7
SLET	1
GATE	1
Any Other	44

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Online Drawing Competition	College	55
Recitation of self-composed poem on the occasion of Rbha Divas	District	18
Recitation Competition (Online)	College	13
Interdepartmental Seminar Competition	College	80
College Week	College	220
Foundation Day Drawing Competition	National	40
Essay Writing Competition by the Department of Zoology	Local	22
Book Reading Competition (Online)	College	10
Essay Competition on the occasion of Bohag Bihu (Online)	College	12

Foundation Day Essay Competition	State	30

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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nil	Nill	Nill	Nill	Nill	Nill
2020	Nil	Nill	Nill	Nill	Nill	Nill

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

The college has a Students Union comprising of The President, the vicepresident, General Secretary along with ten Secretaries of different fields. The Students Union of the college performed the following activities during the year – 1. Performing Street Plays for social awareness. 2. Distribution of books to needy and meritorious students. 3. Initiating Students' Insurance Scheme from this year. 4. Organizing Workshop on Drama, Music and Dance during vacations. 5. Making representation of the college in Dibrugarh University Youth Festival organized at Sorupathar College. 6. Making representation of Students' from the college to participate different outside events. 7. Performing the College Week for students' extracurricular development. 8. Making collaboration with NSS, NCC and Community Extension Cell in certain social welfare programmes. 9. Organizing weekly bicycle rallies for environmental awareness. 10. Organizing Annual Cultural Possession in relation to College week. 11. The Students' Union also contributes much in grievance redressal of students. 12. This Union also helps the authority in maintaining rules regulations in college campus. 13. The Students' Union plays a major role in maintaining discipline and order particularly in special programmes organized within the college campus. In Bahona College, Students' Union is given due involvement in its administrative and qualitative mechanism. Their involvement is shown below – Committee/Cell Portfolio 1. Internal Quality Assurance Cell General Secretary 2. Academic Development Cell Debating Secretary Magazine Secretary 3. Placement Cell General Secretary 4. Community Extension Cell General Secretary One student from 3rd Sem 5. Students' Support Progression Boy's Common Room Secty. 6. Budget Resource Management Committee General Secretary 7. Sports Development Cell Outdoor Games Secty. Indoor Games Secty. 8. Cultural Development Cell Music Secty. One student from 3rd Sem 9. Committee on Students' Grievance Redressal Girls' Common Room Secty. General Secretary

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

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)

Two practices of decentralization and participative management. 1. Academic Administration – There are two system of academic development – one directly under principal and other indirectly under principal through IQAC of the college. The principal assigns academic duty to the viceprincipal to look after the day to day transaction of teaching and learning on the basis of daily routine. The principal also decentralizes academic administration by appointing head of the department in each department. The heads of the department manage all the departmental level academic transactions and keep themselves answerable to the principal. There is also an examination committee appointed by the principal to make policy and work for both insemester and endsemester evaluation. Under IQAC there is Academic Development Cell to work for quality development of academic transactions. The activities performed by the Academic Development Cell are – • Preparing Prospectus and academic Calendar. • Preparing daily routine. • Organizing Students' enrichment programmes such as workshop on seminar presentation, group discussion etc. • Arranging Students' Assembly • Reviewing departmental Academic Calendar • Reviewing records of department level Students' Progressions. • Providing needbased bridge course on computer Science. • Designing and reviewing internal evaluation process. • Preparing inputoutput analysis. • Formulating and monitoring Students' mentoring. This committee consists of two joint conveners and seven members and is answerable to the principal through the coordinator of IQAC. 2. Financial Administration – Decentralization in utilizing finance is done as per state government rules and provisions. Utilization of finance is made on the basis of availability of fund. Governing Body is the decisive authority in approving fund release and utilization. The Principal is the drawing and disbursing authority to work on behalf of the Governing Body. With due approval from the Principal price quotation or tender is called from the party on the basis of requisition placed by any branch of the college. There is a purchase committee to scrutinize quotation/tender and thus the party is selected. Order is issued to the selected party. After receiving the supply it is entered in stock register by one of the office employees, to whom the duty is assigned. The principal certifies the utilization of materials. The superintendent verifies all the records and put approval order on the bill and the cheque is prepared. After making signature on the cheque and bill by the principal the cheque is released. Thus the financial utilization goes through a decentralized way. In case of building construction and renovation project specific construction committee is formed. The process of financial utilization gets started only after the approval of the project by the construction committee.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

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):

Strategy Type	Details

Curriculum Development	The college is affiliated one under Dibrugarh University. So, it is does not have autonomy either to design curricular or to develop it. The college just adopts the curriculum prepared by the parent university. However, there are five facilities participating in the Board of Study meeting of the parent university as invitee/members when curriculum of CBCS was introduced. After notification of CBCS curriculum, that has been introduced this year, the Teachers' Unit of this college organized a workshop to orient themselves to the CBCS curriculum. The college enjoys autonomy in preparing hands on skill courses. Thus Core courses are running in the college with its own curriculum. They are Computer Based Printing, Mushroom Culture, Printing Technology and Civil Construction Supervisor.
Examination and Evaluation	There are two systems to deal with the examination and evaluation of the college. The Academic Development Cell formulates policies on internal assessment and monitor the same. Apart from this there is an examination committee to formulate policies to run the endsemester related external evaluations. The principal of the college calls sitting of this committee when required and decisions are taken regarding the operations of the examinations ahead and also to decide criteria of evaluation so far as internal examinations are concerned. This committee also decides cutoff mark in internal examinations.
Research and Development	• There is Research and Consultancy Committee to promote research environment in the College • This committee takes measures on development, monitoring and screening research projects and also takes steps for increasing research aptitude of the students. This committee also time time organizes students enrichment programmes such as workshop on seminar paper preparation, Power Point Presentation, Orientation to Group Discussion etc.
Library, ICT and Physical Infrastructure / Instrumentation	• College library has Network Resource Center which provides the facility to access internet for the students, staffs and faculties. The library also has Online Public Access

	Catalogue (OPAC) facility to search books available in the library. At present the library is using SOUL 2.0 LMS for library automation. The library provides soft-copy (PDF) of previous year question papers to the students. The library has subscribed E-resources through NLIST and provides E-resource access facility to the students, staffs and faculties. The library also have a collection of offline E-resources. The library has a provision of photocopy services. Apart from that the library provides training on how to access the E-resources available in the library. It also provides document scanning facility.
Admission of Students	• Admission notice is advertised in local dailies • College Prospectus containing all the required information is distributed. • Website notice is displayed • In admission form 1st, 2nd and 3rd – these three options are kept open in offering a subject as major. Both personal interest of students, their calibre in HS result and in entrance test or viva voce and also the state govt. norms of reservation are examined and on the basis of this a comparative statement is prepared when going to make major selection by respective departments. • Online admission is under trial in the part of readmission which will be extended to fresh admission next year.
Industry Interaction / Collaboration	• There are eight industry/farm level tieups in relation to skill based courses • There are approval from two Research Center (Toklai Tea Research Institute Assam Agricultural University for helping science education and research in the college.
Teaching and Learning	For quality development in teaching, learning and evaluation there is Academic Development Cell under IQAC. The cell performs the following activities – • Preparing Prospectus and academic Calendar. • Preparing daily routine. • Organizing Students' enrichment programmes such as workshop on seminar presentation, group discussion etc. • Arranging Students' Assembly • Reviewing departmental Academic Calendar • Reviewing records of department level Students' Progressions. • Providing need based bridge course on computer Science. •

	Designing and reviewing internal evaluation process. • Preparing input-output analysis. • Formulating and monitoring Students' mentoring.
Human Resource Management	• The routine and prospectus committee in coordination with the committee of infrastructure and learning resources takes action for maximization of the use of human resources. • There is also Employees Development Cell to look after the matter of inservice human resource development of both faculties and office staff. • There are two layers of management – one directly under principal and another directly under IQAC. The first type of management consists of Eight (8) committees. They are purchase committee, construction committee, examination committee, Academic environment protection committee, tobacco control cell, antiragging committee, Budget Audit Committee and Internal complaint committee. In the second type of management consists of thirteen (13) committees under IQAC namely – Academic Development Cell, Committee on curricular aspects, Committee on research Consultancy, Placement and Counselling cell, Community Extension Cell, Committee on students support Progression, Health Care Centre, Budget Resource management Committee, Sports Development Cell, Cultural Development Cell, Employee grievance Redrassal Cell and Students' Grievance Redrassal Cell. • The administrative management runs directly under principal where as the qualitative management runs through the IQAC coordinator subject to approval of college authority.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Finance and Accounts	Bahona College does not have a full fledge e-governance mechanism, but a part of financial transaction is made e-way. Particularly financial transaction of RUSA fund is made through PFMS. The Salary of the permanent employees is paid in online mode.
Planning and Development	Though college has no its own e-governance mechanism on planning and development but the college assist and participated in the e-governance mechanism on planning and development

	of different state and central government agencies.
Administration	Message and other notifications and also documents are transacted online. Regular touch with employees and students is kept through whats app group. Students feed backs are gathered through a software collaboratively developed by IQAC of the college and Corex, Guwahati, Assam. There is also provision of issuing message through college website.
Student Admission and Support	Bahona College has adopted E-Governance mechanism for admission into different classes. For Fresh Admission, eligible candidates may submit application form and other related documents by visiting admission portal of the college website. College Admission committee verifies those applications and prepares a merit list following prescribed rules and uploads the list of selected candidates in the website. Simultaneously, an SMS is sent to the selected candidates requesting them to take admission within the defined time frame. Subsequent merit lists are published in the website if seats remain vacant. Students can select Honors and Generic Elective subject visiting the Link available in the admission portal. Students have to take admission in second semester or in 2nd year also by visiting the same admission portal. Students get PDF admission receipts after completion of the admission process. Students can submit their queries and difficulties simply by sending an email or by calling dedicated admission support team consist of teachers and student volunteers.
Examination	Bahona College has adopted an Online-Offline Mixed Examination Model during Covid Pandemic. College has conducted Degree examination both in online and offline mode following the instructions of Dibrugarh University. Simultaneously, college has been partially conducting Internal Assessment activities like Seminar Presentations, Group Discussions, Sessional Examination etc. in online mode.

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Nil	Nil	Nil	Nill
2019	Nil	Nil	Nil	Nill
No file uploaded.				

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	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Seven Days Faculty Development Programme on Latex : Aesthetic of Scientific Documentation	Nill	07/08/2020	13/08/2020	60	Nill
2020	A Hands on Training Programme on Introduction to Google Earth Pro and QIS	Nill	06/08/2020	06/08/2020	30	Nill
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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	From Date	To date	Duration
Faculty Development Programme	18	01/09/2019	31/12/2020	7
Workshop	5	01/09/2020	31/12/2020	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
12	12	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Bahona College Karmochari Sansay aru rindaan samabai samiti, Bahona College Teachers Unit, Bahona College Women Cell	Bahona College Karmochari Gut	Students Benefit Fund, Students Insurance Scheme, Merit Cum Mean Scholarship under different schemes, Sopan- the ledder, Pre Studentship for BPL families, Health Care Cell etc

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college office maintains financial provisions as per state government rule. As such it keeps financial records in different registers, cashbooks, ledgers and voucher files. On the basis of these records the college needs to face two types of audits. One is internal and the other is external. The provisions of internal audit are managed by the governing body of the college. The external audit is made by state governments audit department. Internal Audit has been conducted regularly in every year. But the external audit is not regular. It is time to time done by the government as per its agenda. The last external audit was done in the year 2015-16.

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/ Grnats received in Rs.	Purpose
Assam Science Technology and Environment Council, Personal Donation	210000	To set up Environment and Climate Cell in the college, to organise outreach programme in rural schools and to facilitate online classes
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6.4.3 – Total corpus fund generated

2153698

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	No	Nill	Yes	Academic Development Cell
Administrative	No	Nill	No	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

In this college, up to this date, ParentTeacher Association is there at Departmental level. Meeting of Parent Teacher Association is organized once in each department during a semester period. On the basis of discussions made in these meetings, the department develop their curricular transactions and mentoring provisions.

6.5.3 – Development programmes for support staff (at least three)

1. Personal level counselling for development. 2. Faculty counselling to support staff when and where required. 3.Providing leave, TA and DA to attend in service training. 4. Occasional cash support to nonpermanent support staff

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Increasing number of classrooms. 2. Developing digital classrooms. 3. Developing Campus. 4. Increasing provisions of rain water harvesting. 5. Installing garbage management unit in girls' Hostel. 6. Introducing Teachers' and Students' Diary. 7. Introducing online students' feedback mechanism. 8. Initiating online competition through face book. 9. Dissemination through youtube. 10. Adoption of three new villages under community care. 11. Constructing Boys' Hostel. 12. Constructing new canteen building. 13. Opening a new computer lab. 14. Constructing science building for class room and laboratories. 15. Initiating weekly assembly of students and employees.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	Nill
d)NBA or any other quality audit	Nill

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Science Exhibition and Quiz Competition	23/01/2020	25/02/2020	25/02/2020	45
2020	Workshop on Interview Skill	19/02/2020	12/03/2020	12/03/2020	90
2020	National Webinar on Peace, Security and Social Justice : Impact of Covid 19 Pandemic on Women	29/06/2020	20/07/2020	21/07/2020	45
2020	A Hands on Training Programme on Introduction	20/07/2020	06/08/2020	06/08/2020	24

	to Google Earth Pro and GIS				
2020	National Webinar on Rural Future as Research, Social Mobility and Livelihoods	20/07/2020	05/08/2020	05/08/2020	57
2020	National Webinar on Career and Future Prospects in Computer Science	18/08/2020	06/09/2020	06/09/2020	1090

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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	Period To	Number of Participants	
			Female	Male
National Webinar on Peace, Security and Social Justice: Impact of the Covid 19 Pandemic on Woman	20/07/2020	21/07/2020	664	426
Talk on the the Incidence of Increasing Women Violence	14/10/2020	14/10/2020	21	18
Assembly Talk on gender Equity	14/10/2020	14/10/2020	143	120
Talk on Female Health and Hygiene	06/11/2019	06/12/2019	140	30
Observing International Womens Day	07/03/2020	07/03/2020	75	40

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Following activities have been performed in the college in order to have environmental consciousness and sustainability. 1. Greenery of the campus has

been maintained along the years. 2. Provisions of rain water harvesting attached along with newly constructed buildings. 3. Solar energy is being partly harnessed. 4. Garbage management provisions have been installed in hostel. 5. Cleanliness in the campus maintained with students' involvement through NSS and NCC. 6. There exists well-planned drainage system in college campus which helps to avoid waterlogging in rainy days. 7. World forest day is observed in the college with direct involvement of students. 8. Bio garbage management provisions have been developed at Girls' hostel. 9. The college hosts Assam Science Society, Bahona Branch which involves students in environmental activities. 10. There are also vermi-compost plant and mushroom culture to introduce students with sustainable farming provisions. 11. World environment day is observed every year.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	10
Ramp/Rails	Yes	2
Rest Rooms	Yes	18

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	Nill	05/08/2020	1	National Webinar on Rural Future as Research, Social Mobility and Livelihood	Rural Livelihood	57
2019	Nill	1	27/09/2019	1	Cleanliness Drive	Community Cleanliness	20
2020	Nill	1	01/03/2020	1	Covid-19 Awareness	Health and Sanitation	20
2020	Nill	1	09/04/2020	15	Food relief distribution	Meeting food shortage of poor because of lockdown	29
2020	Nill	1	15/05/2020	1	Mask Distributio	Protection	20

						against Covid-19	
2020	Nill	1	21/09/2020	1	Mask distribution amon students	Protection against Covid 19	28
2020	1	Nill	03/09/2020	1	Tree Plantation	Water body and greenery conservation	60
2020	1	Nill	16/12/2020	1	Awareness Programme on Plastic Pollution	Environment protection	350
2020	1	Nill	25/12/2020	1	Awareness on the protection of migratory birds	Environment Protection	40

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Students Assembly	13/10/2019	Students' Assembly is held on every Thursday in a week. Here all the students and employees make gathering in the auditorium of the college. The principal of the college address the gathering at first. He also announces the important notice and recognizes performance of employees and students. Next, a faculty of a department selected by lottery address the students by presenting a motivational speech. Lastly a student of the selected department puts a short speech on the important news of previous week. This programme is managed by the IQAC of the college and duration is 15 to 20 minutes.

Work Diary for teachers	01/10/2019	Teachers diary has been initiated with an objective to make academic transaction more systematic and recorded. Teachers are to note all the activities during office hour in the diary. Every Saturday all the teachers need to submit the filled diary to Principals office. Principal checks the diaries and put signature with comment if required. Thus, introduction of diary seems to increase work intensity and regularities of the faculties.
Work diary for head of the deaprtments	03/07/2019	HODs diary is meant to record all the day to day activities of the department along with class attendance. This diary is also checked by the principal every Saturday. HODs diary increases departmental liability to academic transactions of the department.
Students daily diaries	17/06/2019	Students diary has been introduced with the objective to increase attendance responsibility of the students having observation of both head of the departments and parents. Recording of daily activities in the college seems to induce the students to channelize idle hours to useful ones. This diary also helps the parents/guardians concerned with their kids daily academic agenda. At the same time, students diary helps to monitor the students in college hours and helps to record mentoring provisions. Students need to check and get signed this diary by faculties of the

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebrating International Yoga Day	21/06/2020	21/06/2020	30
Observing Gandhi Jayanti	02/10/2020	02/10/2020	45
Observing World Environment Day 2020	05/06/2020	05/06/2020	28
Observing National Science Day	28/02/2020	28/02/2020	60
Talk on Dr. Sarvapalli Radha Krishnan - A Mentor Empowers A Person to See a Possible Future	05/09/2020	05/09/2020	43
Observing International Women Day	08/03/2020	08/03/2020	42
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. A botanical garden is maintained in the campus. 2. Fresh plantation has been done for the beautification of the campus. 3. Greenery is maintained in the campus. 4. Provisions of rain water harvesting has been added in new construction site. 5. A garbage management unit has been installed in Girls hostel. 6. Solar energy units have been installed in the campus. 7. The campus has been declared as tobacco free zone. 8. Regular cleanliness is maintained by volunteers of NSS.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1: Since the first assessment of the institute by the NAAC in 2003, it has experienced the needs of the Students' Feedback on teachers to increase the institutional responsibility of both students and teachers. Now the institution seriously feels that Students' Feedback on teacher makes the teachinglearning process more students centric. It is also a process of selfevaluation and selfcorrection. Now it has become a part and parallel of the institute. To make it more scientific, an analysis mechanism developed, where in one index was formed on the basis of a formula used internationally. Required information is collected on the basis of a welldesigned questionnaire. Formerly, information was collected only from 5th and 6th semester students.

Since last year a holistic approach of feedback mechanism based on online. A software has bee designed collaborated with a private farm, Corex, Guwahati. On the basis of this software students feedback information is collected not only on teachers but also on campus amenities, evaluation system, course structure, infrastructural facilities etc. At present, sixmonthly feedback report is prepared regularly. Best Practice 2 : Higher educational institute can not keep its eyes closed to its responsibility and impact in the neighbouring locality. Bahona college is itself situated at a flood prone interior locality on the bank of the river Brahmaputra, where a good percentage of the community consists of SC, ST and minority people affected by socioeconomic and environmental issues. The college considers the social odds of this locality as chance to treat it as practical book both for students and faculties. Making involvement in community programmes, students are oriented with the social issues to have practical knowledge there on For faculties, social issues are subjects of research study and consultancy. Community service is road maker. This community service is both ends and means for the institutions, so far as research, study and development are considered. Community service now becomes an identity of the College in its surrounding localities. There are 7 adopted villages under community care scheme and the outreach programmes are performed in these villages. Community care has been internalized for this college.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://www.bahonacollege.edu.in/notifications/downloads

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Bahona College was established on 15th July, 1966. It was a initiative of local social workers. The motto behind was to provide opportunity of higher education to those rural youths who were unable to afford the cost of higher education in distant town and cities. Rural development was implicit in this motto. Starting with sixty students with less than ten faculties in arts stream, it has now enriched to enroll more than 1000 students with the strength of 54 faculties and 26 nonteaching staff. In December 2003, the college was assessed by NAAC Peer Team and awarded with 'B' grade. At that point, the college community conceptualized that higher educational institute should not only concentrate to impart higher education, it should also have spillover effect in the locality at which it has been born and brought up. This role is specially to play by the colleges situated at interior rural area. Bahona College is situated by the bank of the Brahmaputra, nearly 9 km northeast of Jorhat city. The feeding locality of this college is flood prone, man-animal conflict affected and majority portion inhabited by SC and ST. On this background, after the first assessment of NAAC the college community made rural development as an explicit motto of higher education in Bahona College. Since then the college community is emphasizing on spillover effect of higher education in neighbourhood. To bring the motto into reality, they have linked almost all the college programmes with rural development. This effort now has resulted "Rural Development" as distinctive feature of Bahona College. This distinctiveness is evident in six aspects 1. Enrolment. 2. Research ambient 3. Extension Services 4. Support Schemes 5. Consultancy and Collaboration. 6. Seminar Workshop At present the college gets enrollment of 90 percent students coming from interior rural areas, of which 25 percent is scheduled Caste and Scheduled Tribe. To this date, since 2003, the college has accomplished 2 Major research projects, 25 Minor research projects. 95 percent of which are related to rural development. The faculty of the college accomplishes 15 P.hd works on rural issues. The college accomplishes two types of extension services academic and

community. In academic extension, since 2003 it has completed 13 no career orientation courses, 3 no self financed courses. All were to make benefit of rural mass. So far as community extension is concerned, during last 18 years, the college has organized 18 Programmes in seven adopted villages along with 22 programmes to serve the surrounding rural people irrespective of adopted villages. The college has its own support schemes to make benefit the students getting enrolment from rural area. The teachers unit has a scheme named as 'Sopan the ladder' to offer cash benefit to rural meritorious but poor students. Moreover the college distributes scholarships on average 15 students per year under the banner of different schemes. The college also has collaboration with 10 parties to work for rural mass. At the same time it provides consultancy services to rural people in 10 subjects.

Provide the weblink of the institution
https://www.bahonacollege.edu.in/notifications/downloads

8.Future Plans of Actions for Next Academic Year

Actions 1. Enhancing e-governance a. Taking initiatives for full-fledge Institutional Management System (IMS). b. Taking initiative for introducing Enterprise Resource Planning (ERP) c. Providing wi-fi connectivity in the campus 2. Enhancing online academic transactions a. Preparation for better online mode of academic transaction with subscription of Google Workspace. b. Encouraging faculties to develop e-content and online-classes. c. Organizing online lecture series d. Enriching college website 3. Enhancing digitization a. Increasing number of digital class room b. Encouraging all the faculties to go for digital class and recording c. Enhancing digitization with Online accessibility of library 4. Introducing quality audit a. Accomplishing academic and administrative audit by outside agencies b. Accomplishing green audit by outside agencies c. Performing internal alumni audit d. Performing institutional academic performance audit 5. Quality enhancement and sustenance a. Making the cells under IQAC more active and accountable b. At least, yearly three programmes to be organized by each and every cell under IQAC c. To continue all the quality practices already developed/adopted/internalized d. Enriching the quality data base 6. Academic development a. Making the Academic Development Cell more functional b. Increasing programme of students' enrichment 7. Research and Consultancy a. Encouraging faculties for more research works and publication along with collaborative research b. Increasing students' research works particularly of Arts departments c. Rewarding/recognizing faculty on the basis research activities/contribution d. Taking initiatives for research publication through publishing journal and books e. Introducing summer and winter internship programme 8. Employees' development a. Organizing yearly at least two programmes for professional development of teaching staff b. Organizing yearly at least two programmes for office and support staff 9. Campus development, renovation and construction a. Developing and maintaining the beautification/greenery of campus b. Adding sustainability components in campus amenities c. Developing class room/laboratory/library/canteen facilities d. Developing boys'/girls' common rooms and sanitary provisions e. Developing a separate examination center f. Developing separate provisions for IQAC 10. Students' support and progression a. Increasing mentoring support b. Increasing students' participation inside and outside the campus c. Increasing support for competitive (cultural sports)effort of students d. Increasing support for progression and placement e. Organizing programmes for increasing human ad ethical values f. Continuing students' grievance redressal activities g. Continuing activities for gender equity h. Support to the needy and meritorious students for the progression of higher education. 11. Cultural and Sports Development a. Making cultural Development cell and Sports Development Cell more active b. Accomplishing MOU in this field c. Taking initiatives for online cultural development activities 12. Community extension activities a. Continuing community works through Community Extension

Cell in collaboration with NSS, ECO club, Bahona College Science Society b. Increasing activities in adopted villages c. Increasing involvement of students in community works d. Organizing a market linkage programme for rural SHGs 13. Healthy/innovative practices a. Organizing students' assembly at regular basis. b. Continuing provisions of students, faculties and HOD's diary. c. Maintaining online transactions d. Creating online data base e. Introducing quality audit f. Introducing an incentive mechanism at library