YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution **Bahona College**

- Name of the Head of the institution **Dr. Sumbit Chaliha**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **9101354184**
- Mobile No: **9101354184**
- Registered e-mail **bahonacollege@rediffmail.com**
- Alternate e-mail **iqac@bahonacollege.edu.in**
- Address **Bahona**
- City/Town **Jorhat**
- State/UT **Assam**
- Pin Code **785101**

2.Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University — **Dibrugarh University**
- Name of the IQAC Coordinator — **Dr. Pankaj Bora**
- Phone No. — **9101354184**
- Alternate phone No. — **8011824218**
- Mobile — **9101354184**
- IQAC e-mail address — **iqac@bahonacollege.edu.in**
- Alternate e-mail address — **pankaj.bora@bahonacollege.edu.in**

3.Website address (Web link of the AQAR (Previous Academic Year) — https://bahonacollege.edu.in/pdfs/SSR_Bahona_College.pdf

4.Whether Academic Calendar prepared during the year? — **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: — https://backendbahona.corexx.in/src/uploads/COLLEGE_AC/Academic%20Calendar%202022-23_9jzG4HaxGC.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	A+	3.36	2022	12/10/2022	11/10/2027

6.Date of Establishment of IQAC — **15/06/2004**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	DBT-NER Institutional Biotech Hubs at Bahona College, Jorhat, Assam	DBT	2023 (For 3 Years)	3148045/-

8.Whether composition of IQAC as per latest — **Yes**

NAAC guidelines

- Upload latest notification of formation of IQAC — View File

9.No. of IQAC meetings held during the year — 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? — Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report — No File Uploaded

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

- If yes, mention the amount

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

Accredited institutions with A+ Grade during 2022-23 assessment period. Organized national seminars and workshops. Conducted training programs for both teaching and non-teaching staff. Ensured continuous internal evaluation processes. Promoted student-based activities throughout the year.

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

Plan of Action	Achievements/Outcomes
1. To organize one Workshop on Research Methodology and One Seminar on Implementation of NEP 2020 2. To continue community extension services at adopted villages and in nearby locality 3. To promote Research and Publication culture among teachers and students. 4. To introduce new scholarship for student of the college 5. Introduction of new certificate course and programme at degree level. 6. To adopt Full ERP module for academic and administrative purpose of the college.	One Workshop on Research Methodology and Ethnographic Study conducted in June 2023 Seminar and Workshops on Implementation of NEP conducted IQAC formulated New Policy for Research and Conference Grant New scholarship introduced for the students having gender neutral perspective One certificate course introduced and syllabus drafted for few other skill based Add-on course. Application placed for granting affiliation for new programmes. Full ERP not introduced so far.

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	29/04/2024

14.Whether institutional data submitted to AISHE

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- Name of the statutory body

Name	Date of meeting(s)
IQAC	29/04/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
YES	01/02/2022

15.Multidisciplinary / interdisciplinary

Bahona College embraces a multidisciplinary approach in both its academic and co-curricular endeavors, aligning with its mission and vision. Students engage with diverse subjects like Environment, Gender Studies, and Human Rights, reflecting the institution's commitment to holistic education. In the current CBCS system, Environmental Science is a mandatory AECC course. The college fosters interdisciplinary learning through workshops, seminars, and projects, encouraging students to form teams across disciplines. Community engagement is prioritized, with students

involved in outreach activities addressing gender equity, education, health, and environmental sustainability. Bahona College's Perspective Plan and Teaching Learning and Evaluation Policy further reinforce its commitment to multidisciplinary education, with plans to align with the NEP 2020.

16.Academic bank of credits (ABC):

As an affiliated college under Dibrugarh University, Bahona College adheres to the regulations set by the university. Currently, the college is not registered with NAD or the Academic Bank of Credits [ABC]. However, it acknowledges and supports the concept of ABC and intends to implement it in the future in accordance with the NEP 2020, once adopted by the university. In the meantime, the college encourages its students to register with ABC to facilitate credit transfer opportunities within the existing CBCS system.

17.Skill development:

The college organizes various skill development activities for its stakeholders, including soft skills, language proficiency, and ICT training for students. Additionally, it conducts training programs for neighboring communities, covering entrepreneurial skills such as mushroom cultivation, vermicompost production, and more. The Community College offers skill-based courses, and Skill Enhancement Courses are integrated into the academic curriculum. Plans are underway to establish an Innovation and Incubation Center to further promote skill development. The college's Perspective Plan and Teaching Learning and Evaluation Policy prioritize skill development for all stakeholders. Through its outreach efforts, the college regularly conducts skill development programs in seven adopted villages, aligning with the principles of the NEP.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Bahona College integrates the Indian Knowledge System into its teaching and learning approach, offering courses in both Assamese and English mediums. Activities such as webinars on Puppetry Culture, traditional dramas, and folk music competitions promote this system. The college plans to introduce certificate courses like Indigenous Medicine Knowledge to further this initiative. Utilizing modern technology like e-resources and ICT-based classrooms, Bahona College aims to preserve and promote traditional Indian knowledge. Its well-stocked library includes literature on religion, art, and culture in English and Assamese.

With these efforts, the college aligns with the principles of NEP 2020.
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
Bahona College prioritizes Outcome-Based Education, ensuring both teachers and students are aligned with course objectives. Students set clear goals for skill development and knowledge acquisition, with flexibility to adjust elective courses. Faculty provide diverse learning materials accessible online, fostering self-paced learning. The college emphasizes experiential learning through field visits and practical training, complemented by workshops and seminars. These efforts underscore Bahona College's readiness to implement NEP with its focus on outcome-driven education.
20.Distance education/online education:
Bahona College operates a Distance Education center offering courses from Higher Secondary to Post Graduation levels. Amid the COVID-19 pandemic, the college successfully transitioned to online course delivery and conducted exams using platforms like Zoom, GMeet, and Cisco Webex. It subscribes to Google Workspace for seamless online teaching and learning. The college's library is digitized for easy student access. Efforts are underway to transform the college website into a comprehensive learning platform, with recorded webinars and workshops available. Students are encouraged to utilize OERs and online learning platforms like Coursera and Udemy for both theoretical and practical education. These measures reflect Bahona College's readiness to align with the National Education Policy 2020.

Extended Profile

1.Programme

1.1 **12**

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 **720**

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **180**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 **195**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **51**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **51**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**12**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**720**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**180**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**195**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**51**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**51**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**45**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**161.39702**
4.3 Total number of computers on campus for academic purposes	**79**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Affiliation and Curriculum Design: Curriculum for degree programs: Bahona College, affiliated with Dibrugarh University, adheres to the university's prescribed curriculum for degree programs, while designing its own certificate courses.

Prospectus Publication: A comprehensive prospectus is released annually, containing detailed information on curriculum delivery and other relevant aspects.

Academic Planning and Execution

Academic Calendar: Aligned with Dibrugarh University's schedule, Bahona College's Academic Calendar outlines key dates such as admissions, examinations, seminars, and field visits.

Class Routine Management: A dedicated committee prepares central class routines, while departments develop their own schedules

based on syllabi requirements.

Orientation and Teaching Methodologies

Student Orientation: Orientation programs acquaint students with course details, facilities, and regulations, conducted by college officials and department heads.

Teaching Plans and Monitoring: Departments create semester-wise teaching plans, overseen by Heads of Departments, ensuring syllabus completion and effective delivery.

Innovative Approaches for Curriculum Delivery

Online Learning Integration: To ensure effective curriculum delivery, the college subscribes to GSUITS for online classes, facilitating timely course completion.

Tutorial and Remedial Classes: These sessions are conducted to provide additional support to students, enhancing their learning experience.

Assessment and Feedback Mechanisms

Examination Processes: The Examination Committee of Dibrugarh University plans and conducts both sessional and end-semester examinations, with results declared by the university.

Stakeholder Feedback: Bahona College collects and analyzes feedback from various stakeholders, including students, faculty, guardians, alumni, and employers, to continually improve curriculum delivery effectiveness.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://backendbahona.corexx.in/src/uploads/COLLEGE_DOWNLOADS_GALLERY/AQAR%202022-23%20C_1%20(1_TovA6hGSHE.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Bahona College aligns its academic activities closely with

Dibrugarh University's Academic Calendar, incorporating essential college-specific events and holidays. The comprehensive schedule encompasses teaching-learning activities, holidays, college events, and exam dates, including both Internal Examinations and Semester End Examinations.

The Academic Calendar is readily accessible, being published in the prospectus and available on the college website for easy reference by students and faculty members alike.

Under the umbrella of Continuous Internal Evaluation, Heads of Departments meticulously plan teaching sessions, exams, seminars, and assignments, ensuring alignment with the Academic Calendar and coordinated with planned co-curricular activities. Students are kept informed of sessional examination dates, seminar presentations, group discussions, and assignment deadlines in a timely manner. Additionally, transparency and accountability are maintained through the public disclosure of Internal Assessment marks. Experiential learning is fostered through scheduled field visits, enriching students' educational experiences. Guided by teachers, students derive seminar topics from these visits, with a significant portion of Internal Assessment Marks allocated to seminar performance and group discussions.

End Semester Examinations adhere toUniversity's schedule, with advance notices published to facilitate student preparation. Co-curricular events, including college week and freshman social, are organized in alignment with the Academic Calendar, contributing to students' holistic development.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://backendbahona.corexx.in/src/uploads/COLLEGE_AC/Academic%20Calendar%202022-23_9jzG4HaxGC.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic	**A. All of the above**

council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

91

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

91

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Bahona College's curriculum is designed to address a wide range of important societal issues such as gender equality, environmental sustainability, human values, and professional ethics. These topics are integrated into various academic programs, ensuring that students receive comprehensive education on these matters. For instance, subjects like Political Science, History, English, and Education include content related to gender issues, environmental concerns, and ethical principles. Additionally, specific courses and certificate programs focus on these areas, further enhancing students' understanding and awareness.

Moreover, the college organizes a variety of activities and programs to promote engagement with these cross-cutting issues. Committees, cells, and clubs dedicated to gender equality, environmental awareness, and human values regularly conduct workshops, seminars, and other events. Notable occasions such as International Women’s Day and Earth Day are observed, serving as platforms for advocating gender sensitivity and environmental conservation. Furthermore, the college holds regular assemblies where students are exposed to discussions on these topics, fostering a culture of critical thinking and social responsibility.

Overall, Bahona College's approach ensures that students not

only receive academic knowledge but also develop a deep understanding of and appreciation for the importance of addressing these pressing societal challenges.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

89

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.bahonafeedback.com/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

480

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

155

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Bahona College implements a comprehensive strategy to assess individual student learning levels and provide targeted support for both advanced and slow learners within an inclusive academic environment.

Assessment Methods:

- **Continuous in-class evaluation: Real-time engagement, interactive instruction, class tests, quizzes, gradual assessments.**
- **Formative assessments: Home assignments, project works, seminars, field studies, group discussions.**
- **Mentorship: Individualized support and identification of strengths and weaknesses.**
- **Practical learning: Hands-on activities for subjects with practical components.**

Support for Advanced Learners:

- **Enrichment: Additional reading materials, tutorial classes, experiential learning opportunities.**
- **Research: Departmental and external research exposure,**

fostering creativity and critical thinking.
- Collaboration: Group projects to hone teamwork and inclusivity skills.
- Presentation skills: Development through seminars and group discussions.
- Recognition: Merit-based scholarships and other forms of assistance.

Support for Slow Learners:

- Individualized learning plans: Tailored to identified strengths and weaknesses through dialogue and mentorship.
- Realistic expectations: Encouraging self-paced learning and focusing on multiple intelligences.
- Remedial classes: Dedicated weekly hours for targeted support within departments.
- Diverse communication methods: Utilizing multilingual instruction and resources as needed.
- Peer learning: Encouraged through group work for support, collaboration, and network building.
- Creativity and innovation: Promoting alternative approaches to learning.

Bridging Learning Gaps:

- Collaborative learning: Utilizing peer-to-peer interaction for mutual benefit.
- Regular communication: Transparent feedback to parents/guardians regarding progress and challenges.
- Enrichment events: Departmental activities to broaden knowledge and empower all students.

This multi-pronged approach ensures that Bahona College caters to the diverse needs of its student body, fostering academic excellence and holistic development for all.

File Description	Documents
Link for additional Information	https://backendbahona.corexx.in/src/uploads/COLLEGE_PP/TLE%20Policy_HO7gMUEnI2.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
859	**52**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Bahona College prioritizes student-centric learning methodologies that transcend the confines of traditional classrooms and foster critical thinking, problem-solving, and well-rounded development.

Experiential Learning:

- **Laboratories: Departments like Botany, Chemistry, etc. offer hands-on experiences through dedicated labs.**
- **Field Visits and Studies: Regular excursions acquaint students with practical applications, often focusing on environmental awareness (e.g., biodiversity parks).**

Participative Learning:

- **Seminars and Group Discussions: Curriculum-integrated activities hone communication, teamwork, and collaborative learning.**
- **Entrepreneurship Initiatives: Trade Fairs, training programs, and workshops promote entrepreneurial spirit.**
- **Mushroom Cultivation: Nurturing complementary skills beyond the core curriculum.**
- **Independent Research: Encouragement and support for student-led research projects with prominent institutions.**

Community Engagement:

- **Safai Abhiyans: Fostering civic responsibility through collaborative cleanliness drives.**
- **Outreach Activities: Students actively contribute to community services in the college vicinity.**

Career Preparation:

- **Life Skills Workshops: Equipping students with essential tools for future success.**
- **Group Discussion Training: Enhancing skills relevant to career advancement.**

Extra-Curricular Activities:

- **Annual College Week: Competitions and activities promote teamwork, leadership, and participation.**
- **College and Departmental Magazines: Student involvement in publication fosters diverse communication skills.**
- **Inter-disciplinary Learning: Faculty and student exchange programs broaden knowledge horizons.**

Student Governance:

- **Students' Union Elections: Active student participation in college governance aligns with the Lyngdoh Committee recommendations.**
- **Student Committee Representation: Ex-officio members contribute to various college committees.**

This diverse array of student-centric methods ensures that Bahona College cultivates not only academic excellence but also well-rounded, responsible individuals prepared to contribute meaningfully to society.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://backendbahona.corexx.in/src/uploads/COLLEGE_PP/TLE%20Policy_HO7gMUEnI2.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Bahona College leverages Information and Communication Technologies (ICT) to enhance the teaching-learning process, equipping students for a technology-driven world.

Pedagogical Applications:

- **Visual Aids: LCD projectors and smartboards promote engaging, efficient instruction, reducing health hazards and paper usage.**
- **Hybrid Learning: Online classes complement offline instruction, addressing location-based barriers and facilitating flexible attendance tracking.**
- **Online Assessment: Efficient management of evaluations, secure data storage, and paper reduction through online submissions and creative approaches.**
- **Enhanced Communication: Emails, cloud storage, and instant messaging platforms streamline information dissemination, facilitate diverse learning materials, and foster student-faculty and peer communication.**

E-learning Resources:

- **Faculty-developed content: Slide-sharing platforms and video streaming websites provide supplementary learning materials.**
- **Centralized Learning Hub: The college website is being transformed into a comprehensive repository of curricular and extracurricular information.**

Additional Applications:

- **Meetings and Events: ICT enables remote participation and access to diverse resource persons, overcoming logistical constraints.**
- **Counseling and Awareness Programs: Wider accessibility and flexibility for student support services.**

This strategic integration of ICT fosters a dynamic and inclusive learning environment, preparing students for success in a technologically driven future.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.bahonacollege.edu.in/facilities/ict-facilities

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

56

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

56

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

34

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

734

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Bahona College implements a well-defined and transparent internal assessment system aligned with the regulations of Dibrugarh University.

Assessment Components:

- **Sessional Examinations (50%): Conducted by departments or examination committees in accordance with the university calendar. Question paper setting, invigilation, and evaluation are handled by designated faculty. Notices are disseminated through various channels to ensure student awareness.**
- **Seminars/Group Discussions (25%): Scheduled and evaluated by departments, fostering critical thinking and communication skills. Scores published on departmental notice boards.**
- **Attendance (25%): 80% minimum required for semester examinations. Flexibility exists for valid reasons with approval and fees.**

Evaluation Process:

- **Answer scripts are evaluated promptly, followed by a review period for students to identify and address discrepancies.**
- **Departmental meetings analyze individual student scores and progress.**

- **Final scores are displayed on departmental notice boards for transparency.**

Reporting:

- **Cumulative internal assessment scores are submitted to the appointed Assistant Officer-in-Charge for university submission in a prescribed format.**

This comprehensive system ensures fair, transparent, and robust internal assessment, effectively contributing to overall student evaluation.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.bahonacollege.edu.in/academic/evaluation

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Bahona College prioritizes a transparent and efficient process for resolving student grievances related to internal examinations, ensuring fair and impartial evaluation.

Grievance Redressal Framework:

- **Orientation and Awareness: Students are informed about the transparent evaluation process during orientation and each sessional examination.**
- **Transparency in Assessment: Detailed evaluation criteria and rubrics are pre-communicated, and examinations are conducted strictly following university guidelines.**
- **Prompt Feedback and Review: Students have access to evaluated answer scripts and assigned scores, allowing for timely identification of potential discrepancies.**

Grievance Resolution Channels:

1. **Faculty Level: Students can initially approach the concerned faculty member for immediate rectification of legitimate grievances.**

2. **Departmental Level: If unresolved, the grievance escalates to the Head of the Department for further examination and resolution.**
3. **Principal's Level: The Principal serves as the final authority for resolving complex or unresolved grievances.**

Alternate Communication Channels:

- **Email: Students can directly submit grievances to the Principal via a dedicated email address (iagbahcol@gmail.com).**
- **Written Communication: Formal written complaints can also be submitted to the Principal.**

Final Decision and Binding Authority: The decision of the Principal regarding all grievances is final and binding.

This multi-tiered system ensures timely, transparent, and efficient resolution of student concerns, fostering a culture of trust and fairness in the evaluation process.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.bahonacollege.edu.in/pdfs/exam_grievances.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Bahona College fosters a culture of transparency and accountability by ensuring widespread awareness of Programme and Course Outcomes among faculty and students.

Development and Communication:

- **Programme and Programme Specific Outcomes:**
  - **Developed by the Committee on Curricular Aspects with input from stakeholders.**
  - **Regularly revised to align with industry and societal needs.**

- Displayed on the college website for student access.

- **Course Outcomes:**
  - Formulated by departments to align with Programme Outcomes.
  - Communicated to faculty and students during orientation and displayed on the website.
  - Shared with parents/guardians through Parent-Teacher Meetings.

Assessment of Awareness:

- **Regular surveys: Gauge understanding of Programme and Course Outcomes among faculty and students.**

This comprehensive approach fosters a shared understanding of learning goals, empowering both faculty and students to contribute effectively to the achievement of Programme and Course Outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://backendbahona.corexx.in/src/uploads/COLLEGE_DOWNLOADS_GALLERY/Reports%20on%20PO%20and%20CO%20Analysis_RWYxv8lzuN.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Bahona College implements a comprehensive approach to assess the attainment of Programme and Course Outcomes, adhering to the principles of Continuous and Comprehensive Evaluation.

Assessment Methods:

- **Classroom Interaction: Faculty gauge student learning through engagement, communication, and participation in the learning environment.**
- **End-Semester Examinations: Standardized assessments provide quantitative and objective data on student achievement.**

- **Internal Assessments: Diverse tools like standardized tests, seminars, and group discussions cater to individual learning styles and needs.**
- **Extracurricular and Research Activities: Engagement in these activities reflects the application of knowledge and skills beyond the curriculum.**
- **Higher Education Progression: The number of students pursuing further studies indicates programme effectiveness.**
- **Employment Rates: Post-graduation employment data reflects the preparedness of graduates for the workforce.**
- **Feedback Mechanism: Feedback from students, alumni, and employers informs continuous improvement of teaching-learning methods.**

This multi-pronged approach ensures a holistic evaluation of Programme and Course Outcomes, guiding curriculum development and faculty development for enhanced student learning.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://backendbahona.corexx.in/src/uploads/COLLEGE_DOWNLOADS_GALLERY/Reports%20on%20PO%20and%20CO%20Analysis_RWYxv8lzuN.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

195

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.bahonacollege.edu.in/academic/results

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://backendbahona.corexx.in/src/uploads/COLLEGE_OTHERS/Students_Feedback%202022-23_JyHgMJRwNL.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

31.48045

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://dbtindia.gov.in/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

23

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

16

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

20

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Bahona College is deeply committed to fostering a sense of social responsibility and community engagement among its students. Through various bodies, societies, cells, and units, the college organizes a wide array of extension activities in the neighborhood community, aimed at sensitizing students towards pressing social issues and addressing community needs. These activities include NSS Special Camps, regular plantation and cleanliness drives, awareness programs on health, hygiene, and environmental issues like plastic pollution and water sanitation, as well as distribution of essential items to the community.

Moreover, the college celebrates important days of local, national, and international significance to raise awareness among students and the local community. It also conducts competitions, training programs, workshops, and outreach programs focusing on livelihood opportunities, gender equality, human rights, and health care.

Through initiatives like radio talks, online discussions, and publications on social issues, Bahona College ensures a holistic approach to community development, involving both students and faculty members. By engaging students in these diverse activities, the college not only contributes to the betterment of society but also facilitates the overall development of its students, nurturing responsible citizens and future leaders.

File Description	Documents
Paste link for additional information	https://backendbahona.corexx.in/src/uploads/COLLEGE_EVENT/Extension%20activities%20during%20the%20year%202022-2023_I2U5X7fdQO.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

1

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

20

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

20

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

10

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

08

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institution has adequate physical and updated academic facilities as per the needs of the concerned. The total built-up area is 5918 m2. The college provides 12 departments and 42 classrooms with an adequate teaching-learning environment. There are 15 laboratories for 6 concerned departments. All departments have proper light and ventilation and are well-equipped with LCD projectors and Wi-Fi connectivity. The departments of Assamese (MIL), History, Education, Political Science, and Economics are located in the foundation building and the new arts building. There are 2 conference halls (room no. 78 and Rupkonwar Hall) located in the New Arts Building (ground floor) & old building (1st floor) respectively. The newly constructed 3rd floor contains classrooms (Rooms 85, 86, 87), a conference hall and a psychological laboratory. Additionally, 8 general classrooms are also located in the old building, 2 rooms are equipped with LCD projector (Room No. 7 & 8). To the left periphery of the old building, the Science building contains the College library and 6 Science departments as well as their laboratories. The New Science Building has chemistry laboratories, two ordinary classrooms, and two ICT-enabled classrooms (C1 & C2). The community college has two newly constructed classrooms in it.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.bahonacollege.edu.in/facilities/infrastructural

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

With a holistic approach to education, Bahona College has sufficient facilities for sports, games, and cultural activities for both students & faculties. An auditorium with a seating capacity of 800 people, and a well-decorated stage acts as a multipurpose facility for various kinds of activities. There are 3 conference halls with open stage which can also be used for cultural activities. An open-air podium in the courtyard in front of the indoor stadium is also available. The college has a large and adequately equipped indoor stadium of size 680 m2. It has sufficient space to perform group activities such as yoga, martial arts etc. It houses two badminton courts, one gymnasium, and a boxing practice facility. The gymnasium caters to the needs of both male & female students & faculty members as well. The multi-gymnasium has various exercise equipment for all. As a routine, every year college week is organized in various kinds of outdoor & indoor games. The college has a volleyball court inside the campus, whereas the major playground of size 3800 m2 is on the campus of the neighboring Bahona Boys' High School by a MoU. The playground is available for college students for major outdoor games.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.youtube.com/watch?v=erHsXbwLB9g

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

14

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.youtube.com/watch?v=r6ZmFYni_Uo
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

20.493

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The Bahona College Library, comprising a central facility and 12 departmental libraries, operates with full automation facilitated by the Koha Integrated Library Management System (ILMS) and Barcode technology. The central library houses 35,478 printed books, subscriptions to 7 printed journals, 8 newspapers, and 11 magazines. Additionally, it boasts a collection of 1,286 reference books, rare publications, research reports, and college magazines. The library conducts biennial stock verifications and offers reading spaces for students, faculty, and competitive exam aspirants, accommodating over 50 individuals. Operating from 10:00 AM to 4:00 PM on all working days, the library facilitates borrowing privileges for degree

students (3 books/14 days), faculty members (6 books/180 days), and other staff (5 books/90 days). Furthermore, it has implemented measures like barcode-based attendance, OPAC for browsing holdings, and a digital library with internet-connected computers. Wi-Fi access, membership to E-Content platforms, and QR code-based services enhance user experience. The library also facilitates online book requisitions and bookings, WhatsApp-based communication, and ID card printing services. Regular workshops and training programs are conducted for fostering continual improvement and service innovation.

- **Name of ILMS software : Koha**
- **Nature of automation (fully or partially) : Fully**
- **Version : 20.11.11.000**
- **Year of Automation : 2009**

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.bahonacollege.edu.in/library/about

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.22877

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

150

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college allocates a budget for annual maintenance based on the need. The network-connected computers are protected by antiviruses. Moreover, the college hires computer technicians and service providers for any disorder or damage on the basis of the need. The Institution takes utmost care for upkeeping and replacement of the IT tools whenever necessary. Activities such as installation of anti-virus periodically, formatting of computers in case of corrupt operating systems, and replacing hardware of old computers as well as new computers are undertaken yearly and come under Annual Maintenance Cost (AMC). In addition to the Wi-Fi facility, the college provides 6 internet connecting devices (Jio-Fi) as an additional tool for maintaining IT infrastructure. The college website is regularly updated. It has paid Google services for e-mail and cloud storage with the suffix @bahonacollege.edu.in. Every faculty, department & cells has assigned Google accounts for smooth information sharing. The Institute website is regularly updated by the webmaster whereas the faculty members & departments update their respective parts individually. The programming & network management of the website is handled by the Corexx. The

college also has an up-to-date user-friendly online admission portal embedded in the website for fresh students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://backendbahona.corexx.in/src/uploads/COLLEGE_DOWNLOADS_GALLERY/Self%20Declaration%20on%20Up%20to%20Date%20IT%20Facilities_0tZ1tn7jCf.pdf

4.3.2 - Number of Computers

79

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution | **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

35.194

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Bahona College demonstrates a robust framework for the maintenance and utilization of its physical, academic, and support facilities. Oversight is decentralized among various committees, including Purchase, Construction, and RUSA Committees, ensuring comprehensive supervision. Financial sustainability is achieved through diverse funding sources, including grants from entities like RUSA, UGC, DBT, and the state government.

The college meticulously manages its classrooms, laboratories, and library resources. Laboratory procurement follows tender processes, while library services incorporate modern technologies. Computer maintenance ensures connectivity and security, with provisions for power backup and antivirus software installation. Additionally, digital classrooms and seminar halls facilitate enhanced academic experiences.

Extracurricular activities thrive under faculty guidance, with sports facilities utilized for both indoor and outdoor activities. The college fosters cultural and intellectual growth through well-equipped auditoriums and organized events, supported by student unions and various committees.

Healthcare services are integrated, with an in-house infirmary. Waste management follows sustainable practices, including recycling initiatives and a plastic ban policy. Transportation policies ensure safety and environmental consciousness, with designated parking areas and electric vehicle charging stations.

Overall, Bahona College's policy document outlines a comprehensive approach to facility management, emphasizing sustainability, student welfare, and academic excellence under

the oversight of the governing body.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://backendbahona.corexx.in/src/uploads/COLLEGE_PP/Policy%20for%20Maintenance%20of%20Infrastructure%20Bahona%20College-%20Additional%20(1)_AYCrRY1s80.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

518

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

47

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	https://www.bahonacollege.edu.in/supports/capacitybuilding
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

550

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

550

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

59

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

77

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

24

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institution fosters robust student representation and engagement across administrative, co-curricular, and extracurricular spheres. Anchored by the Students' Union, comprising 16 portfolios overseen by an elected President and led by the General Secretary, student governance is integral to the college's fabric. The Union's responsibilities extend from policy planning to the meticulous execution of activities, all within established protocols. Guided by Teacher Advisors, the Union orchestrates events like the Freshers' Social and College Week, enriching campus life.

Moreover, student representation permeates specialized roles such as Gender Champions and NSS volunteers, promoting causes like gender equality and community development. These representatives, embedded within bodies like the ICC and NSS, advocate for inclusive growth and holistic student development.

Furthermore, the General Secretary's ex-officio membership in the RUSA Project Monitoring Committee underscores student involvement in institutional initiatives. By empowering students to shape decision-making processes and contribute to community endeavors, the institution nurtures a culture of collaboration, leadership, and civic responsibility among its student body.

File Description	Documents
Paste link for additional information	https://www.bahonacollege.edu.in/sra
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

47

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Bahona College Alumni Association has been a pillar of support, offering diverse services to enrich the college community. Their dedication is evident in organizing felicitation programs, honoring achievers in various fields. Additionally, they inspire and motivate present students and stakeholders through talks, workshops, seminars, and alumni meets.

In 2022-23, alumni of Bahona College enhanced academic and support services:

1. **Dr. Leema Dutta's Lectures: Dr. Leema Dutta, an alumna of the Chemistry Department, delivered insightful lectures on analytical and organic spectroscopy in April 2023, deepening students' understanding of chemistry.**

2. **World Environment Day: Mr. Gobin Borah, Manager at Numaligarh Refinery Limited and esteemed alumnus, was a guest speaker for the 2023 World Environment Day celebration at Bahona Girls’ High School. He emphasized environmental awareness, enlightening students.**

3. **NAAC Visit Support: During an NAAC visit, alumni arranged local transportation, hosted dinners for the peer team, and provided technical assistance, showcasing their commitment to the college's success.**

4. **Infrastructure Enhancement: The Alumni Association donated Rs. 27,830 for college decoration and a conference hall**

microphone, improving college facilities.

5. Collaborative Activities: Alumni collaborated with the college on various events, fostering a strong sense of community and engagement.

These initiatives illustrate the Alumni Association's enduring dedication to Bahona College, enriching education and contributing to its growth.

File Description	Documents
Paste link for additional information	https://www.bahonacollege.edu.in/alumni/support
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance structure of the institution is intricately woven with its vision and mission, fostering an environment where all stakeholders actively contribute to the realization of its overarching objectives.

The participatory mode of governance, led by the Governing Body and facilitated by the Secretary and Principal, ensures that institutional policies are in alignment with the institution's vision and mission. This involvement extends to various levels, with Heads of Departments, Committee Conveners, and staff representatives actively engaged in decision-making processes.

Teachers play a pivotal role in shaping the institution's direction, participating in decision-making bodies such as the

Governing Body, Budget Committee, and various Cells and Committees. Their influence extends to academic and administrative realms, including admission procedures, cultural activities, and student enrichment initiatives.

Furthermore, the institution's perspective plans are meticulously crafted to reflect its vision and mission, encompassing academic development, research endeavors, staff and student support mechanisms, and initiatives aimed at enhancing governance and fostering innovation.

In essence, the institution's governance structure serves as a conduit for translating its vision and mission into tangible actions, ensuring holistic development and societal impact.

File Description	Documents
Paste link for additional information	https://www.bahonacollege.edu.in/vision
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution demonstrates decentralization and participatory management, fostering collective leadership and governance. An illustration of this ethos was seen in the National Seminar on "Understanding National Education Policy (NEP)-2020: Issues and Challenges" held on February 21st & 22nd, 2023. Led by Prof. Jiten Hazarika, Vice Chancellor of Dibrugarh University, Assam, the seminar facilitated open discussions on educational policy shifts and challenges in Higher Educational Institutions. With 104 participants from various institutions, including keynote speaker Dr. Shaswati Choudhury, OKDISC, the event exemplified inclusive decision-making. All faculty members contributed to organizing the seminar at various levels, showcasing their commitment to participatory management. From logistical arrangements to content development, their collective efforts ensured the seminar's success. Additionally, the college operates numerous committees—such as campus management, purchase, library, canteen management, examination, RUSA, admission, anti-ragging, internal complaints, transport management, and construction—comprising both teaching and non-teaching staff, and sometimes students. These committees, under the guidance of the Principal, ensure effective management of

college affairs. Furthermore, the Institutional Quality Assurance Cell (IQAC) reflects decentralized and participatory governance, involving teachers, non-teaching staff, students, and alumni in quality assurance processes. Overall, decentralized leadership, under the Principal's guidance, has streamlined the college's operations.

File Description	Documents
Paste link for additional information	https://www.bahonacollege.edu.in/admsupport
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Bahona College's Strategic/Perspective Plan, spanning from 2022-23 to 2027-28, serves as a comprehensive roadmap for institutional development. Anchored in consultations with stakeholders and guided by NAAC recommendations, the plan reflects the college's commitment to its Vision, Mission, and Quality Policy. An exemplary initiative within this plan is the promotion of Gender Sensitization through Advocating Inclusivity, integrated into the Student Support and Progression section.

Implemented measures include stringent safety protocols with 24-hour CCTV surveillance and anti-ragging committees, ensuring a secure environment across campus and in hostels. Both girls' and boys' hostels are fortified with boundary walls, guarded entrances, and essential amenities, managed by dedicated wardens and committees. The institution prioritizes mental health and well-being through counseling services and regular workshops addressing gender-related concerns.

Furthermore, separate common rooms equipped with washroom facilities uphold privacy and comfort for students. By executing initiatives outlined in the plan, Bahona College proactively fosters an inclusive, supportive, and gender-sensitive campus culture, in alignment with its overarching goals of academic excellence and social responsibility.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://backendbahona.corexx.in/src/uploads/COLLEGE_PP/Perspective%20Plan%202017-18%20to%202022-23_i051CMrB82.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Bahona College operates within a structured framework of policies and procedures, ensuring effective and efficient functioning of its institutional bodies. For academic matters concerning degree programs, the college adheres to the guidelines provided by Dibrugarh University, with oversight from the Directorate of Higher Education and compliance with UGC regulations. Financial support from various sources, including the Government of Assam, UGC, and RUSA, is complemented by assessments from benchmarking agencies like NAAC, NIRF, and AISHE.

At the apex of the college's governance is the Governing Body, comprising 13 members including Dr. Pabitra Pran Goswami as President and the Principal serving as Secretary. This body oversees administrative affairs, with the Principal acting as the executive head and final authority on financial matters. Various committees, including those for purchases, construction, and hostel management, contribute to decision-making processes.

Recruitment, promotion, and service rules are in accordance with guidelines from the Department of Higher Education, the State Government, and UGC eligibility criteria for teaching staff. Non-teaching staff recruitment and promotion follow state government regulations. A comprehensive code of conduct outlines responsibilities for all stakeholders, ensuring effective administration and accountability.

File Description	Documents
Paste link for additional information	https://www.bahonacollege.edu.in/pp
Link to Organogram of the Institution webpage	https://www.bahonacollege.edu.in/pdfs/organogram_v3.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college has implemented comprehensive welfare measures for both teaching and non-teaching staff:

- **Employees’ Welfare Policy Document: Adopted in 2019, this policy covers healthcare, yoga, canteen services, leisure amenities, emergency funds, professional development, women's safety, and ICT infrastructure.**
- **Thrift and Credit Society: Provides financial assistance during times of need.**
- **Staff Common Room: Equipped with seating and restroom facilities.**
- **Canteen: Well-furnished with separate seating for students, faculty, and staff, offering affordable refreshments.**
- **Healthcare Facilities: Includes regular health check-ups,**

a visiting doctor, and an infirmary for emergencies.
- Employees' Development Mechanism: Organizes training programs and workshops to enhance staff skills.
- Felicitation on Achievements: Recognizes academic excellence and other accomplishments, including honoring teachers with Ph.D. degrees.

These measures reflect the institution's commitment to staff well-being and satisfaction.

File Description	Documents
Paste link for additional information	https://backendbahona.corexx.in/src/uploads/COLLEGE_PP/Employees%20Welfare%20Policy_RhpmT0JRep.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

65

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

23

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Teaching staff performance at Bahona College undergoes appraisal through the Students' Feedback Analysis system. This system collects anonymous feedback from students via an online portal,

evaluating teachers on ten criteria. The Students' Feedback Index (SFI) is calculated to standardize feedback across departments, enabling fair comparison. The IQAC analyzes SFI values and submits reports to the Principal for enhancing the teaching-learning process. Teachers with lower SFI values receive counseling for improvement. Similarly, non-teaching staff performance is assessed based on efficiency, cordiality, punctuality, and overall helpfulness. The IQAC analyzes feedback and counsels staff needing improvement. Annual Performance Indexes (API) are crucial for teaching staff promotions, evaluating teaching, co-curricular, and research activities. A minimum API score is required for each promotion stage, ensuring rigorous evaluation and incentivizing continuous professional development. Feedback analysis data aids in intra and inter-departmental comparisons, guiding improvement strategies. Overall, these appraisal systems foster a culture of continuous improvement and accountability within the institution.

File Description	Documents
Paste link for additional information	https://backendbahona.corexx.in/src/uploads/COLLEGE_ADMIN_NOTICE/Performance%20Appraisal%20System_wRD8ZIAIAw.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Bahona College diligently conducts both internal and external audits annually to ensure transparency and accuracy in its financial operations. The institution follows a systematic approach to purchases, including the solicitation of quotations and comparison of prices by a designated Purchase Committee. All financial transactions are meticulously recorded in cash books, and payments are made via cheques or online bank transfers. Government-funded accounts are managed through PFMS for enhanced transparency.

Two types of external audits are performed: one by the Director of Audit, Assam, as per the 'Assam Accounts and Audit Act-1930', and another by external auditors appointed annually. Additionally, audits are conducted by registered Chartered

Accountants for funds received from various agencies like UGC, RUSA, ASTEC, and DBT, with reports submitted to the respective funding bodies.

Auditors thoroughly examine financial records, including cashbooks, bank accounts, ledgers, purchase orders, and vouchers. General observations affirm the accuracy and completeness of the accounts, with minor irregularities promptly addressed. Furthermore, the college practices a unique social audit system where departmental financial activities are scrutinized annually by a committee comprising internal and external members, including student representatives, ensuring accountability and transparency at all levels of financial management.

File Description	Documents
Paste link for additional information	https://backendbahona.corexx.in/src/uploads/COLLEGE_DOWNLOADS_GALLERY/Social_audit_2016_2021_38eXzAcv5n.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

2.47

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution employs a comprehensive resource mobilization strategy:

- **Fund Mobilization: It seeks government and non-government grants, partners with local organizations, welcomes donations, and actively solicits MPLAD grants.**

- **Space Utilization: Unused spaces are repurposed for various facilities such as a new canteen, digital service center, arts and science buildings, incinerator, vermicompost units, and a boys' hostel. The indoor stadium is utilized for sports activities, and MoUs with external academies allow for additional use for training and competitive exams.**

- **Intellectual Resource Mobilization: The institution maximizes human potential through academic and co-curricular activities, supports staff development, and leverages various abstract resources.**

- **Mobilization Procedures: Resource mobilization methods are deliberated in various meetings and approved by the Governing Body.**

File Description	Documents
Paste link for additional information	https://backendbahona.corexx.in/src/uploads/COLLEGE_PP/Policy%20for%20Maintenance%20of%20Infrastructure%20Bahona%20College-%20Additional%20(1)_5k7ilYeoDJ.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) at Bahona College has been instrumental in spearheading the institutionalization of quality assurance strategies and processes. Through different initiatives spanning academic, cultural, and social spheres, IQAC has consistently upheld the standards of excellence.

From conducting orientation programs for newly admitted students to organizing workshops on research methodology and academic ethics, IQAC has ensured a holistic approach to student

development and academic rigor. Its efforts extend to fostering gender sensitization, promoting students' grievances redressal mechanisms, and instilling awareness on social issues like tobacco burden and cancer.

Moreover, IQAC has played a pivotal role in facilitating collaborations, such as the MoU signed for certificate courses and organizing trade fairs, career guidance seminars, and vocational guidance programs, enhancing students' employability and entrepreneurial skills.

In the realm of cultural and social awareness, IQAC has been actively involved in commemorating significant events like National Unity Day, Human Rights Day, and various cultural celebrations.

IQAC has not only maintained but also elevated the standards of excellence at Bahona College. Its varied approach towards quality assurance reflects its dedication to fostering a conducive learning environment and nurturing well-rounded individuals equipped to excel in diverse spheres of life.

File Description	Documents
Paste link for additional information	https://www.bahonacollege.edu.in/iqac/members
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Strategic Planning: The institution, under the guidance of the Internal Quality Assurance Cell (IQAC), meticulously plans its academic delivery process. This involves preparing a comprehensive prospectus detailing all courses and programs for the year, creating an academic calendar to map out teaching-learning activities, developing class routines, and ensuring timely distribution of syllabi.

Implementation: Various initiatives are undertaken for effective curriculum delivery. Orientation programs are conducted to acquaint students with course details, assessment methods, facilities, and regulations. Assessment and monitoring

mechanisms, including sessional exams, assignments, seminars, and mentoring sessions, ensure continual progress. Syllabus Completion Certificates issued by Heads of Departments attest to timely syllabus coverage, while diligent maintenance of class records ensures accountability.

Review of the Curriculum: The institution places significant emphasis on reviewing its teaching-learning processes and methodologies through the IQAC. Feedback systems gather inputs from stakeholders, facilitating improvements. Perspective plans are developed to uplift the teaching-learning process, aligning with NEP guidelines and post-COVID adjustments. The institution's teaching-learning policy further strengthens the curriculum delivery process, ensuring efficiency and effectiveness. Incremental improvements across various activities underscore the institution's commitment to excellence and adaptability.

File Description	Documents
Paste link for additional information	https://www.bahonacollege.edu.in/iqac/minutes
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://backendbahona.corexx.in/src/uploads/COLLEGE_DOWNLOADS_GALLERY/2022%20DU%20annual%20report_bLixDniqEX.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Throughout the year, Bahona College has taken proactive measures to promote gender equity. One of the primary initiatives has been the establishment of committees dedicated to addressing gender-related issues. These include the Internal Complaint Committee (ICC), the Gender Champion Committee, and the Women Cell. These committees work collaboratively to organize various events, workshops, and orientation programs aimed at raising awareness about gender equity.

Regular assemblies serve as a platform for discussions on gender-related topics, ensuring that these conversations remain a consistent part of the college discourse. Additionally, the college organizes special events such as street plays and observance days like the International Day for the Elimination of Violence Against Women and Girls to highlight the importance of gender equality and the prevention of gender-based violence.

Furthermore, Bahona College implements policies and procedures to ensure the safety and security of all students, with particular attention to the needs and concerns of female students. This includes the formation of an anti-ragging committee and the provision of well-equipped and protected hostel facilities for the female students.

Overall, Bahona College remains committed to promoting gender

equity through varios approach that includes awareness-building, policy implementation, and the creation of safe and inclusive spaces for all.

File Description	Documents
Annual gender sensitization action plan	https://backendbahona.corexx.in/src/uploads/COLLEGE_DOWNLOADS_GALLERY/AQAR%207_WlFu3OLGee.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://backendbahona.corexx.in/src/uploads/COLLEGE_DOWNLOADS_GALLERY/AQAR%207_5CbM7bdtJM.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Bahona College adopts a proactive approach towards waste management, guided by the principle of "prevention is better than cure" and the implementation of the '3 Rs' - Reduce, Reuse, and Recycle. The institution emphasizes cleanliness through regular campus cleaning drives, aligned with the Swachha Bharat Abhiyan and special events like the Gandhi Jayanti celebration.

Solid waste is segregated into biodegradable and non-biodegradable categories, with biodegradable waste utilized for vermicompost production, serving as a natural fertilizer for campus plants. Plastic use is minimized, and paperless communication is encouraged to reduce waste generation.

Additionally, old materials are reused, and recycling initiatives are undertaken by sending recyclable items to local vendors.

Liquid waste management involves proper drainage systems to prevent stagnation, ensuring the maintenance of a green and ecologically aesthetic campus environment. The college strictly adheres to protocols for the disposal of hazardous chemicals, diluting them before disposal.

E-waste is managed through collection and delivery to designated facilities for recycling, promoting the reuse of electronic components whenever possible.

Furthermore, waste recycling competitions engage students in creative endeavors, fostering awareness and innovation in waste management practices. Bahona College's comprehensive approach to waste management underscores its commitment to environmental sustainability and community responsibility.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.youtube.com/watch?v=qWyYlVwNcPo
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **1. Restricted entry of automobiles** **2. Use of Bicycles/ Battery powered vehicles** **3. Pedestrian Friendly pathways** **4. Ban on use of Plastic** **5. landscaping with trees and plants**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive	**A. Any 4 or all of the above**

technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Bahona College's commitment to fostering an inclusive environment is reflected through its proactive efforts and initiatives. Organizing awareness campaigns and events like the Communal Harmony Campaign Week demonstrates the college's dedication to promoting unity and understanding among students from diverse backgrounds.

The NSS unit's Online Slogan Writing Competition provided a platform for students to express their creativity and commitment to communal harmony, irrespective of cultural, regional, linguistic, or socioeconomic differences. By facilitating widespread engagement through an online platform, the college ensured inclusivity and participation from all corners.

The competition encouraged students to reflect on the importance of tolerance, unity, and mutual respect, thereby fostering a culture of acceptance and harmony within the campus and beyond. The selection of outstanding slogans by a panel of judges further reinforced the college's emphasis on recognizing and celebrating diversity.

Overall, Bahona College's institutional efforts in providing an

inclusive environment through initiatives like the Online Slogan Writing Competition contribute significantly to nurturing a culture of unity, understanding, and communal harmony among its student community.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution prioritizes and promotes constitutional obligations, reflecting them in its operations and ethos. Decisions are democratically made, often involving student consultation and participation, including through annual student union elections. Student representatives actively engage in administrative processes and decision-making bodies. The institution respects diversity of beliefs and backgrounds, evident in its inclusive holiday calendar and support for religious observances.

Equality of opportunity is upheld through uniform policies, scholarships, and admissions following government-mandated reservation guidelines. Events promoting communal harmony and equal rights are regularly organized, with a zero-tolerance policy for discrimination based on social or communal status. Unity and national integrity are fostered through commemorations like Independence Day and Constitution Day, aimed at raising awareness and fostering unity among students and staff.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts	**A. All of the above**

periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Bahona College takes pride in its tradition of organizing and commemorating various national and international events, both within the campus and in collaboration with local communities and adopted villages. These events serve as platforms for fostering a sense of unity, awareness, and social responsibility among students and the broader community.

Among the celebrated events are Independence Day, Republic Day, and Gandhi Jayanti, which honor the sacrifices of freedom fighters and the ideals they stood for. The institution also actively participates in environmental initiatives such as World Environment Day, reflecting its commitment to sustainability and ecological stewardship.

Additionally, the college observes occasions like National Girl Child Day, International Women's Day, and Human Rights Day to promote gender equality and human dignity. It also pays homage to cultural heritage through events like Bihu and Rabha Diwas.

Furthermore, the institution engages in activities like the

Clean India Campaign and Communal Harmony Week, underscoring its dedication to societal well-being and harmony.

Through these initiatives, Bahona College not only educates but also inspires its students to become responsible citizens who contribute positively to society, uphold values of diversity, and champion causes of social justice and environmental conservation.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1: Green Neighborhood Initiative Objective: Bahona College prioritizes maintaining a green, eco-friendly environment within its premises and surrounding areas. By implementing waste management strategies based on the 5R principle, promoting energy conservation, and minimizing single-use plastic usage, the college aims to cultivate environmental consciousness among students and staff. Evidence of Success: The college has garnered recognition for its eco-friendly endeavors, including the installation of solar power systems and effective waste management practices. Through plantation drives and awareness programs, Bahona College actively contributes to creating a cleaner and greener environment.

Best Practice 2: Rural Empowerment Program Objective: Bahona College extends its commitment beyond academics to uplift neighboring rural communities. Through initiatives like NSS and NCC, the college addresses various local needs such as environmental education, skill development, and health hygiene. Evidence of Success: Surveys conducted five years post-implementation reveal tangible progress in rural development, including heightened environmental awareness and enhanced livelihoods. Overcoming initial challenges like non-compliance,

the college sustains its efforts to empower rural areas effectively. Bahona College's proactive engagement in environmental sustainability and rural development exemplifies its dedication to holistic community enrichment, setting a commendable benchmark for educational institutions.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Bahona College's distinctive priority lies in its commitment to the holistic empowerment of its students through the innovative "PREPARE" policy, encompassing three key stages: Preparation, College, and Post-College. By implementing the Spatio-Temporal Methodology, the institution ensures comprehensive support to students across time and space, addressing both academic and socio-economic challenges.

In the Preparation Stage, Bahona College extends its community service practices to neighboring villages and schools, organizing talks, workshops, and competitions to nurture students' talents and interests from an early age. Through this proactive engagement, the college fosters a culture of learning and development, preparing students for higher education.

At the College Stage, Bahona College adopts a well-rounded approach, focusing on academic, co-curricular, and personality development. Regular skill development workshops, community service activities, and cultural events enrich students' experiences, nurturing leadership and civic responsibility.

In the Post-College Stage, the institution continues to support graduates through counseling, financial assistance, and access to resources, ensuring a smooth transition into further education or employment.

The success of the PREPARE policy is evident in the positive feedback from neighboring schools, villages, and alumni, highlighting Bahona College's distinctiveness as a higher education institution dedicated to comprehensive student

empowerment.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

IQAC has planned folowing activities for the Academic Year 2023-24 1. To apply for new Programmes and New Certificate Courses 2. To continue its commitment to rural development and environment protections 3. To organize seminars and workshop for teachers and students 4. To implement NEP 2020 in line with Dibrugarh University 5.To introduce coaching for competetive examinations and to offer scholarship for APSC exams 6. To introduce bus service for the students and staff 7. To make its community services more vinrant and effective. 8. To help students in Skill Development and Support Entreprenuership initiatives of the students. 9. To introduce administrative and academic reforms 10. To work to improve quality in all aspects.