

**Action Taken Report  
On Feedback collected  
from  
Faculties  
IQAC, Bahona College**



**Academic Year 2020-21**

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Principal  
Bahona College

A handwritten signature in blue ink, appearing to be "Pankaj", written over the printed name of the Coordinator.

Coordinator  
IQAC  
Bahona College, Jorhat  
Pin-785101

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## **Introduction:**

Bahona College is a higher education institution of Jorhat, established in 1966. The college is situated at Bahona in Jorhat District, Assam. The college is affiliated to Dibrugarh University. It has degree courses under 12 academic departments offering Core, Generic Elective, Skill Enhancement and Ability Enhancement Courses under CBCS system. In 2020-21, the college had Non CBCS courses also. It has Higher Secondary Courses, Distance Education Center and a Community College. In 2020-21, 890 students enrolled in degree programmes. In 2020-21, IQAC of Bahona College collected and analysed feedback from students. Based on the feedback report, IQAC placed a list of recommendations and actions to be taken up to the college authority. College authority has taken action on these recommendations. This report highlights the recommendations placed before the authority and actions taken by the authority based on the recommendations.

## **About the Feedback Report:**

The Teachers' Feedback was developed to achieve three Objectives

1. To Evaluate the Administrative Mechanism of the College and bridge the gap if any, through an adequate framework.
2. To Analyse the Evaluation Mechanism followed in the college
3. To Evaluate the campus facilities in the college and improve in areas that are lagging.

The teachers' feedback mechanism is self-assessing in nature. It provides an indicator for incremental and progressive teaching-learning and evaluation. It also records additional assessments on administrative mechanisms and campus facilities. A questionnaire was developed on three primary parameters relating to College Administrative Mechanism, Evaluation Mechanism and Campus Facilities. The online feedback link was shared with the faculties and their responses were recorded and analysed. The IQAC of Bahona College has developed a mechanism of Teachers' Feedback Analysis, as a measure of self-evaluation to improve the quality in the three parameters stated, through an adequate framework.

The report has six subsections viz. The Introduction, Objective of the Feedback Mechanism, the Methodology, Analysis, Recommendations and Conclusion. There were 10 Recommendations in the report.





## Recommendations based on the Feedback:

Based on the analysis the recommendations are:

1. The number of classrooms should be increased enabling teachers to conduct parallel classes.
2. The classrooms needs to be upgraded and should be equipped with necessary amenities. Smart Classrooms with modern technology should be made available for imparting a blended teaching and learning.
3. Insistence on students' attendance is of utmost importance.
4. Problem Based Learning Maybe Encouraged.
5. The sports care facilities available in the college campus needs to be enhanced with the co-operation of the faculties, students and administration.
6. For the infrastructural facilities, it requires maintenance.
7. There should be healthier options for the food available in the College Canteen.
8. There should be provisions for more toilets for the faculty members. Extensive efforts are required for judicious maintenance of the sanitary facilities.
9. Faculties are engaged in too many administrative works, with a negative repercussion on research works. They should be given adequate time to undertake quality research work.
10. Necessary research infrastructure and funds are required to improve qualitative research work.

## Actions proposed by IQAC:

Based on the Recommendations the IQAC proposed some actions to be taken up by college authorities. The proposed actions are

- 1) To speed up the construction work of second floor of the Arts building to increase the number of classrooms.
- 2) To take steps for renovation of classrooms and to repair the furniture in the classroom.
- 3) To install ICT gadgets in at least 50% of the classrooms.
- 4) College should take initiatives to introduce ERP within two years. Introduction of ERP will increase students' attendance and will help teachers in taking attendance and calculating attendance in a smoother way.
- 5) Initiatives should be taken for engaging the young faculty members of the college for improving the sports care facilities. Steps should be taken for installing one more badminton court and to buy new sports items.



- 6) College should approach state government and central government requesting fund for maintaining the infrastructure.
- 7) The lease tenure for college canteen will expire in March, 2022. Therefore, initiatives should be taken for inviting parties to run canteen. To ensure healthy and hygienic food, FSSAI certification should be made compulsory criteria for running the college canteen.
- 8) College may approach the MP for funding construction of toilets in the college.
- 9) College may take step to improve the research environment in the college.

### **Actions taken by College Administration:**

Based on the Recommendations the IQAC proposed some actions to be taken up by college authorities.

1. The Construction of the 2<sup>nd</sup> Floor was in progress in the Arts Block. After a meeting of the Construction Committee on 10-09-21, the progress has accelerated.
2. After a discussion between the Construction Committee and IQAC on 24-09-2021 a requisition was given on 10-11-2021, based on which the work was allocated to Mr. Sanjay Dutta.
3. Of the 36 classrooms in the college, 41 are upgraded with ICT facilities.
4. The College Targets to introduce ERP within two years. The Proposals have been received and are under consideration as no suitable party found till now.
5. Young Faculties have been engaged in the Students Union Advisory Body to monitor activities related to but not limited to sports, debate, literature, English and Assamese Magazine, Cultural and Function Activities, Girls and Boys Common Room, Drama, Social Service and Music and much more.
6. Steps have been taken for installation of one more badminton court in the campus. New sports items like football, Ludo, Shuttle Cock, volleyball, tennis ball, table tennis bat and ball etc. were purchased.
7. The College has appealed Hon'ble Member of Rajya Sabha Sri Bhubaneswar Kalita for financial aid for Renovation and Construction of Infrastructure at Bahona College, Jorhat on 09.11.2021. Previously, on 13.02.2021 an appeal was made to then Hon'ble Member of Rajya Sabha for a grant under MPLAD fund for Bahona College.
8. The Tender Notice for running the college Canteen has been issued and to ensure health and Hygiene FSSAI certification has been made mandatory criteria to be fulfilled by the party for running the college canteen.



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9. As stated in point number 7 an appeal has already been made to the Hon'ble Member of Rajya Sabha Renovation and Construction of Infrastructure at Bahona College including the toilets.

10. The College has taken necessary steps to improve the research environment in the college. There is a MOU between the Institutional Biotech-hub, Bahona College and School of Health Sciences, Assam Kaziranga University for Research Activities.



## Remarks:

Following are some of the Actions that can be incorporated in the Future Plan of the College.

1. All the 36 classrooms in the colleges should be upgraded with ICT facilities.
2. The ERP should be implemented at the earliest to ensure increase students' attendance and enabling the system of class conduction and upgradation of attendance in a smoother manner.
3. The College should pursue the appeal made to the Hon'ble Member of Rajya Sabha for financial aid for Renovation and Construction of Infrastructure at Bahona College.
4. The Construction of Toilets should start at the earliest.
5. The College should also encourage other MOUs for Research Activities in the area of Social Science, Physical Science and Life Science

## Conclusion:

Based on the recommendations in the teacher's feedback report the IQAC efficiently proposed an Action plan to the College Administration. The College Administration has been prudent enough to address the highlighted drawbacks with meticulous planning and strategic implementation. As for the areas that are still under consideration, can be improved with participation amongst the amongst the teaching staff and administration through a meticulously conceived roadmap.

*Note: Supporting Documents are Added as Annexure*

Principal  
Bahona College

  
Coordinator  
IQAC  
Bahona College, Jorhat  
Pin-785101

### 1. Construction of Work 2nd floor Arts Building

समर्थविश्वनाथः

ॐ नमो भगवते वासुदेवाय

આદિ ૩૦/૧૨/૨૦૨૨ આજે અરુણે દેશનાં કલાલ્લભ (દિગ્ગજ પ્રેરનાર) નિર્માણ પ્રમિલિત: (વૈવેક) દેવાનું પ્રાર્થના આદ્ય પ્રકલ્પ પ્રારંભ—

डा. ड. ब. वि. आ. ग. -

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જાઓ દિગ્ગજ જાણ - ઉર્મિ

डा. न. अश्विनी कुमार बर्वा - *Aswal*  
16/5/21

જાન્યવારી ૨૦૨૦-૨૦૨૧

राधा विष्णु कलिका - १७००

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11. 20 मूल-पत्र - (आश्वासक) -

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अणुत, कलाद्वयस्य द्वितीयं भस्मा (अमम आर्द्रित) निर्मास्य वायु  
 वायुशून्यं प्राप्तोद्योतं प्राप्नोति वायुमिश्रोतं यथा आश्वानं यथा निर्मास्य  
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2017-18-2018-19-2019-20-2020-21-2021-22-2022-23-2023-24-2024-25-2025-26-2026-27-2027-28-2028-29-2029-30-2030-31-2031-32-2032-33-2033-34-2034-35-2035-36-2036-37-2037-38-2038-39-2039-40-2040-41-2041-42-2042-43-2043-44-2044-45-2045-46-2046-47-2047-48-2048-49-2049-50-2050-51-2051-52-2052-53-2053-54-2054-55-2055-56-2056-57-2057-58-2058-59-2059-60-2060-61-2061-62-2062-63-2063-64-2064-65-2065-66-2066-67-2067-68-2068-69-2069-70-2070-71-2071-72-2072-73-2073-74-2074-75-2075-76-2076-77-2077-78-2078-79-2079-80-2080-81-2081-82-2082-83-2083-84-2084-85-2085-86-2086-87-2087-88-2088-89-2089-90-2090-91-2091-92-2092-93-2093-94-2094-95-2095-96-2096-97-2097-98-2098-99-2099-100-2100-101-2102-103-2104-105-2106-107-2108-109-2110-111-2112-113-2114-115-2116-117-2118-119-2120-121-2122-123-2124-125-2126-127-2128-129-2130-131-2132-133-2134-135-2136-137-2138-139-2140-141-2142-143-2144-145-2146-147-2148-149-2150-151-2152-153-2154-155-2156-157-2158-159-2160-161-2162-163-2164-165-2166-167-2168-169-2170-171-2172-173-2174-175-2176-177-2178-179-2180-181-2182-183-2184-185-2186-187-2188-189-2190-191-2192-193-2194-195-2196-197-2198-199-2200-201-2202-203-2204-205-2206-207-2208-209-2210-211-2212-213-2214-215-2216-217-2218-219-2220-221-2222-223-2224-225-2226-227-2228-229-2230-231-2232-233-2234-235-2236-237-2238-239-2240-241-2242-243-2244-245-2246-247-2248-249-2250-251-2252-253-2254-255-2256-257-2258-259-2260-261-2262-263-2264-265-2266-267-2268-269-2270-271-2272-273-2274-275-2276-277-2278-279-2280-281-2282-283-2284-285-2286-287-2288-289-2290-291-2292-293-2294-295-2296-297-2298-299-2300-301-2302-303-2304-305-2306-307-2308-309-2310-311-2312-313-2314-315-2316-317-2318-319-2320-321-2322-323-2324-325-2326-327-2328-329-2330-331-2332-333-2334-335-2336-337-2338-339-2340-341-2342-343-2344-345-2346-347-2348-349-2350-351-2352-353-2354-355-2356-357-2358-359-2360-361-2362-363-2364-365-2366-367-2368-369-2370-371-2372-373-2374-375-2376-377-2378-379-2380-381-2382-383-2384-385-2386-387-2388-389-2390-391-2392-393-2394-395-2396-397-2398-399-2400-401-2402-403-2404-405-2406-407-2408-409-2410-411-2412-413-2414-415-2416-417-2418-419-2420-421-2422-423-2424-425-2426-427-2428-429-2430-431-2432-433-2434-435-2436-437-2438-439-2440-441-2442-443-2444-445-2446-447-2448-449-2450-451-2452-453-2454-455-2456-457-2458-459-2460-461-2462-463-2464-465-2466-467-2468-469-2470-471-2472-473-2474-475-2476-477-2478-479-2480-481-2482-483-2484-485-2486-487-2488-489-2490-491-2492-493-2494-495-2496-497-2498-499-2500-501-2502-503-2504-505-2506-507-2508-509-2510-511-2512-513-2514-515-2516-517-2518-519-2520-521-2522-523-2524-525-2526-527-2528-529-2530-531-2532-533-2534-535-2536-537-2538-539-2540-541-2542-543-2544-545-2546-547-2548-549-2550-551-2552-553-2554-555-2556-557-2558-559-2560-561-2562-563-2564-565-2566-567-2568-569-2570-571-2572-573-2574-575-2576-577-2578-579-2580-581-2582-583-2584-585-2586-587-2588-589-2590-591-2592-593-2594-595-2596-597-2598-599-2600-601-2602-603-2604-605-2606-607-2608-609-2610-611-2612-613-2614-615-2616-617-2618-619-2620-621-2622-623-2624-625-2626-627-2628-629-2630-631-2632-633-2634-635-2636-637-2638-639-2640-641-2642-643-2644-645-2646-647-2648-649-2650-651-2652-653-2654-655-2656-657-2658-659-2660-661-2662-663-2664-665-2666-667-2668-669-2670-671-2672-673-2674-675-2676-677-2678-679-2680-681-2682-683-2684-685-2686-687-2688-689-2690-691-2692-693-2694-695-2696-697-2698-699-2700-701-2702-703-2704-705-2706-707-2708-709-2710-711-2712-713-2714-715-2716-717-2718-719-2720-721-2722-723-2724-725-2726-727-2728-729-2730-731-2732-733-2734-735-2736-737-2738-739-2740-741-2742-743-2744-745-2746-747-2748-749-2750-751-2752-753-2754-755-2756-757-2758-759-2760-761-2762-763-2764-765-2766-767-2768-769-2770-771-2772-773-2774-775-2776-777-2778-779-2780-781-2782-783-2784-785-2786-787-2788-789-2790-791-2792-793-2794-795-2796-797-2798-799-2800-801-2802-803-2804-805-2806-807-2808-809-2810-811-2812-813-2814-815-2816-817-2818-819-2820-821-2822-823-2824-825-2826-827-2828-829-2830-831-2832-833-2834-835-2836-837-2838-839-2840-841-2842-843-2844-845-2846-847-2848-849-2850-851-2852-853-2854-855-2856-857-2858-859-2860-861-2862-863-2864-865-2866-867-2868-869-2870-871-2872-873-2874-875-2876-877-2878-879-2880-881-2882-883-2884-885-2886-887-2888-889-2890-891-2892-893-2894-895-2896-897-2898-899-2900-901-2902-903-2904-905-2906-907-2908-909-2910-911-2912-913-2914-915-2916-917-2918-919-2920-921-2922-923-2924-925-2926-927-2928-929-2930-931-2932-933-2934-935-2936-937-2938-939-2940-941-2942-943-2944-945-2946-947-2948-949-2950-951-2952-953-2954-955-2956-957-2958-959-2960-961-2962-963-2964-965-2966-967-2968-969-2970-971-2972-973-2974-975-2976-977-2978-979-2980-981-2982-983-2984-985-2986-987-2988-989-2990-991-2992-993-2994-995-2996-997-2998-999-3000-3001-3002-3003-3004-3005-3006-3007-3008-3009-3010-3011-3012-3013-3014-3015-3016-3017-3018-3019-3020-3021-3022-3023-3024-3025-3026-3027-3028-3029-3030-3031-3032-3033-3034-3035-3036-3037-3038-3039-3040-3041-3042-3043-3044-3045-3046-3047-3048-3049-3050-3051-3052-3053-3054-3055-3056-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ଅନୁସନ୍ଧାନ - ୩ ଅନୁସନ୍ଧାନ ବାବଦରେ ଦିବ୍ୟ ସମ୍ଭାଷଣ ନିର୍ମାଣ ବାବଦରେ  
 ଉକ୍ତ ବାବଦରେ ନିମ୍ନ ଲିଖିତ (ଅନୁସନ୍ଧାନ & ଅନୁସନ୍ଧାନ) ଉପସ୍ଥାପନ କରାଯାଏ ।  
 ଏହି ଲିଖିତ ସମ୍ଭାଷଣ ନିମ୍ନ ଆନୁଷ୍ଠାନିକ ଶିକ୍ଷା (ବ୍ୟାପକ ସମ୍ଭାଷଣ) ଲିଖିତ  
 ଶିକ୍ଷା ବାବଦରେ ଆନୁଷ୍ଠାନିକ ବାବଦରେ । ନିମ୍ନ ନିମ୍ନ ଆନୁଷ୍ଠାନିକ ସମ୍ଭାଷଣ ବାବଦରେ  
 ବାବଦରେ (ଅନୁସନ୍ଧାନ ବାବଦରେ) ନିର୍ମାଣ ବାବଦରେ । ଉକ୍ତ ବାବଦରେ ଆନୁଷ୍ଠାନିକ  
 ଉପସ୍ଥାପନ କରାଯାଏ ।

અિકાઉ નં:- ૪। અગરે વલ્લભનંદ દિગોમ મરના નિમાનંદ વામમમ-  
 રજ દિગોમ મૂળ વલ્લભ, અંદે ભોટે, જાંભેનિ, ઉગાલનંદ મૂરે નિર્મિતિ અમ્મન  
 આપોર; દાશા, જિત નલાણા આદિ વામમમમ મરના અિકાઉ અમ્મન વલ્લભ  
 નગાલ, ૧૨૮ વાગરેડ વામમમમમ અમ્મન વલ્લભ મરના મમમ  
 વાગરેડ વાગરેડ વામમમમમ અમ્મન વલ્લભ મરના મમમ  
 વાગરેડ વાગરેડ વામમમમમ અમ્મન વલ્લભ મરના મમમ

પ્રિદ્રાક્ષ નહ:- ૬૧ આશિષ-પ્રદારે કામરૂ આરુઢન-નાદ વગેરા રાજામિત્રીક-  
 કામરૂ-વિનિમય-કામરૂ-વ્યવસ્થા-રૂપા-વૈનવાનિ આદિયુગ-પ્રેમ-પ્રાપ્તિ-કામરૂ-  
 મિત્રાન-વિગ્રહ-દિશા-વિગ્રહ-અનુભવ-દ્યોત-માન-વર્ણ-વૈન-ગણિત-  
 વગેરા-પ્રિદ્રાક્ષ-કામરૂ-વગેરા.

અધ્યાત્મ નર :- જો મનસે વગવડ આવડત તો જણાવો તરીકે મન  
આવડે મનસાધ્યાનયત્ત્વ વર્ણનમત્ સાદૃશ્ય રૂઝિયાત (Nirvachana) જાણતું કહિયે  
વગવડન અધ્યાત્મ પ્રશ્ન થયેલ આવડે હેતુ વગમ પ્રશ્નન કહાય (અપ્રત્યુત્તર  
અસમયપ્રોમા નિર્મલકા વગલ) 

Accepted

## 2. Renovation of Classrooms and Repair of Furniture.

ଆଜି

ସାମ୍ବାନୀୟ ବିପ୍ଳବ ଅବସାନ

To  
Principal  
10.11.21

ସିଦ୍ଧ:- ଡକ୍ଟର ଡେବ ଓ ଡକ୍ଟର ଡେବ ଓ ଡକ୍ଟର ଡେବ ଓ ଡକ୍ଟର ଡେବ

ଡା:- 20/20/2020

ଅବସାନ,

ସାମ୍ବାନ ଅବସାନ ଗୋପାଳା କୁମାରୀ ମଧ୍ୟ,

ଅଭ୍ୟାସନାମା ରଚନାକାରୀ ସମୁଦ୍ଧ ବର୍ଷ

ଡକ୍ଟର - ଡେବ ଓ ଡକ୍ଟର ଡେବ ଓ ଡକ୍ଟର ଡେବ ଓ ଡକ୍ଟର ଡେବ

ଡକ୍ଟର ଡେବ ଓ ଡକ୍ଟର ଡେବ ଓ ଡକ୍ଟର ଡେବ ଓ ଡକ୍ଟର ଡେବ

ଅଭ୍ୟାସନାମା ରଚନାକାରୀ ସମୁଦ୍ଧ ବର୍ଷ

ଡକ୍ଟର - ଡେବ ଓ ଡକ୍ଟର ଡେବ ଓ ଡକ୍ଟର ଡେବ ଓ ଡକ୍ଟର ଡେବ

ଡକ୍ଟର ଡେବ ଓ ଡକ୍ଟର ଡେବ ଓ ଡକ୍ଟର ଡେବ ଓ ଡକ୍ଟର ଡେବ

ଡକ୍ଟର - ଡେବ - 26 ଖନ

ଡକ୍ଟର - 2 ଖନ

To  
Principal  
Bhadracharya College

Principal  
Bhadracharya College

2/3

ଅଭ୍ୟାସନାମା

ଅଭ୍ୟାସନାମା

ତା: - ୦୨/୦୭/୨୦୨୦

ଆଦି,

ଓରିଶା ମହାମା, ବାହନା ସହାୟକାଳୟ,  
ବାହନା, ଯାଜପୁର,

ବିଷୟ:- ଡେୟାରୀ-୨୫୫୫, ଡେୟାରୀ, ମିଡିଆଲି ଗାଆ, ଡେୟାରୀ ଗାଆ, ଡେୟାରୀ  
ମହାମାତି ଓଲ ନରୁନାଳି- ବାହନା ବାହନା ସହାୟକାଳୟ- ମିଡିଆଲି ଗାଆ,

ମହାମା,

ଅନ୍ତର୍ଗତ ସହାୟକାଳୟ- ୧୧.୧୫, ମହାମାତି ଡେୟାରୀ-୨୫୫୫, ଡେୟାରୀ,  
ମିଡିଆଲି-ଗାଆ, ଡେୟାରୀ-ଗାଆ, ଡେୟାରୀ ମହାମାତି ଓଲ ନରୁନାଳି-  
ବାହନା ବାହନା ମିଡିଆଲି-୧୧.୧୫- ବାହନା ବାହନା ବାହନା ବାହନା ବାହନା ବାହନା  
ବାହନା, ବାହନା ବାହନା ବାହନା ବାହନା ବାହନା ବାହନା ବାହନା ବାହନା ବାହନା  
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- ୧/ ଡେୟାରୀ-୨୫୫୫- (ମହାମାତି- (ଆଦିମନତ) - ୨୦୦/-
- ୨/ ଡେୟାରୀ- (ମହାମାତି- ୨୦୦/-
- ୩/ ମିଡିଆଲି-ଗାଆ (ନରୁନାଳି) ଆଦିମନତ- ୨୨୦୦/-
- ୪/ ଡେୟାରୀ-ଗାଆ (ନରୁନାଳି) ଆଦିମନତ- ୦୫୦/-
- ୫/ ଡେୟାରୀ ମହାମାତି- ୦୦୦/-

To  
Mr. A. B. B.  
Conv. Officer  
B. B. B.  
B. B. B.

ଗାଆ-ଗାଆ ବାହନା ବାହନା ବାହନା ବାହନା ବାହନା ବାହନା ବାହନା ବାହନା  
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ଶ୍ରୀ-  
ବାହନା ବାହନା

- ୧) ଡେୟାରୀ- ୨୦୦.୦୦
- ୨) ଡେୟାରୀ - ୨୦୦.୦୦
- ୩) ମିଡିଆଲି ଗାଆ (ନରୁନାଳି) - ୧୨୦୦.୦୦ (୩'x୪' = ୧୨୫୫.୫୫)
- ୪) ଡେୟାରୀ-ଗାଆ (ନରୁନାଳି) - ୩୦୦.୦୦ (୧'x୩' = ୩୨୫.୫୫)
- ୫) ଡେୟାରୀ-ମହାମାତି - ୩୦୦.୦୦

ବାହନା ବାହନା

Principled  
to B. B. B.  
B. B. B.

Principled  
B. B. B.



Phone - 0376-2398044  
email-bahonacollege@rediffmail.com  
Website - www.bahonacollege.edu.in

# বাহনা মহাবিদ্যালয়

বাহনা, যোৰহাট- ৭৮৫১০১  
(ডিব্ৰুগড় বিশ্ববিদ্যালয় স্বীকৃতিপ্ৰাপ্ত)

প্ৰসংগ নং : বিটি  
প্ৰতি ,

দিনাংক ১২/১১/২০২১

শ্ৰী সঞ্জয় দত্ত,  
পটিয়া গাঁও


বিষয় :- কামৰ আৱন্তন।

মহাবিদ্যালয়ৰ নিম্নউল্লেখিত কামসমূহ নিৰ্দ্ধাৰিত দৰত কবিবৰ বাবে দায়িত্ব অৰ্পন কৰা হ'ল।

কাম সমূহ হ'ল :-

- ১। ডেপ্ল-বেঞ্চ মেৰামতি (প্ৰতিখনত) - ২০০.০০ টকাকৈ
- ২। চকী মেৰামতি (প্ৰতিখনত) - ২০০.০০ টকাকৈ
- ৩। চৌকাঠ মেৰামতি - ৩০০.০০ টকাকৈ
- ৪। খিৰিকী পাল্লা (নতুন) - ১২০০.০০টকাকৈ (৩'x৪')
- ৫। ভেণ্টিলেটৰ পাল্লা (নতুন) - ৩০০.০০ টকাকৈ



  
অধ্যক্ষ,  
বাহনা মহাবিদ্যালয়  
ডায়ৰী  
বাহনা মহাবিদ্যালয়

## Minutes of IQAC Meeting

Date: 24-09-2021

IQAC Chairperson Dr. Prasanna Kr. Dutta after taking his presidential seat, newly appointed IQAC Coordinator Dr. Pankaj Bora described the agenda of the meeting.

IQAC Coordinator discussed, about the submission of NAAC SSR within November/December this year. At last it has been decided that SSR will be submitted within December of this year.

IQAC Coordinator Dr. Pankaj Bora has requested to update departmental and individual profile in the college website. He also discussed to give the responsibility to a particular person from each department to collect the information. In keeping with the discussion Dr. Madhusmita Baruah Changkakati has proposed the name of Dr. Namita Chutia Saikia for Assamese Department. Prof. Amar Jyoti Devnath was handed over the responsibility for Dept. of English in place of Dr. Shantana Saikia. As Dr. Pankaj Bora has been newly appointed as an IQAC coordinator so all the departmental information will be collected from HOD, Political Science Dept. All others departments responsibility will be same as earlier.

Dr. Indrani Barthakur has pointed out some issues in relation with upcoming NAAC visit, these are: Renovation of classroom, bathroom, chair table etc. She also advised to utilize the chalk, duster, pencil, fan and light properly. With these she also mentioned to clean the classroom, doors, windows etc.

Prof. Amar Jyoti Bharali has proposed to place ventilator and exhaust fan in the toilets and also proposed to fit glasses in the broken windows. After that he also told to connect Wi-Fi in all the departments. All the proposals forwarded by Prof. Amar Jyoti Bharali have been supported by Dr. Shantana Saikia and she mentioned that these tasks should be given priority by the construction committee. Prof. Ranjit Pegu has also proposed for cleanliness and healthy environment. He also advised to construct the main gate of boys' hostel and to renovate the kitchen room as well as windows of boys' hostel.

Dr. Sangeeta Das proposed about a common file format for reporting the various activities undertaken by different cells/committees under IQAC and Departments. She also requested the HODs of various departments to share their departmental data in the drive of [report.iqac@bahonacollege.edu.in](mailto:report.iqac@bahonacollege.edu.in) for smooth submission of NAAC SSR by IQAC.

Dr. Anupam Chanda has proposed a digital library section in the central library, separate reading room section for teachers, online user's login system (Footfall) through barcode reader, painting of library wall (inside), renovation of windows and doors, tables, chairs etc.

Dr. Champak Dutta has proposed to setup dustbin in the college premises and proper disposal of laboratory wastage. Dr. Protiva Borah (HOD, Dept. of Botany) has mentioned to repair the windows and doors of laboratory of Botany Department.

IQAC Coordinator Dr. Pankaj Bora has urged to all departments to carry forward the progress reports properly.

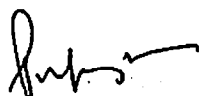
Coordinator of Academic cell, Dr. Mridul Dutta told that a proper rules should be implemented regarding how the cells work will be done properly. He also advised to arrange the desk benches of the classroom properly.

Dr. Namita Saikia has advised to include at least a fourth grade staff in every cell.

Coordinator of Research and Consultancy Cell, Dr. Gayatri Agni Borah requested Dr. Pankaj Bora to appoint Dr. himanshu Rajbangshi as a Joint Coordinator of the cell and all the members of the meeting has supported the proposal.

Convener of Budget & Resource Management cell, Dr. Reema Rabha requested that additional two members should be included in this cell, for which she proposed the names of Dr. Kasturi Goswami and Dr. Rafiul Amin Laskar. All the members present in the meeting supported the proposal.

After that the secretary has declared the end of the meeting.



Coordinator, IQAC, Bahona College



Chairperson, IQAC, Bahona College



21.09.2021

Signatures

1. Prasanna k. Dutt
2. Chantana Dasia
3. Sumit Chakraborty
4. Anurag Bhatnagar
5. Ranjit P. Gu.
6. Sanjay Mili
7. Babul Datta
8. Midul Datta
9. Anupam Chandra
10. Himanshu Rajbanshi
11. Rafiqul Amin Laskar
12. Champak Datta
13. Prantik Bhatnagar
14. Parvin Datta
15. Meliti Banerjee
16. Shyamali Datta
17. Gayatri Agnihotri
18. Rishabh K. Goswami
19. Keshab Ch. Nath
20. Sanyukta Baruah
21. Ashwini Datta
22. Anurag Bhatnagar
23. Prokta Banerjee
24. Sangeeta Datta
25. Indrani Banerjee
26. Namita Sen
27. Poona Datta
28. Madhusmita Banerjee Choudhury

5. Young Faculty Engagement to improve sports care facilities  
and Installation of Badminton Court & New Sports  
Items.

## বাহনা মহাবিদ্যালয়

বাহনা, যোৰহাট - ৭৮৫১০১  
(ডিব্ৰুগড় বিশ্ববিদ্যালয় স্বীকৃতিপ্ৰাপ্ত)

প্ৰসঙ্গ নং : বিটি/

দিনাংক : ২৪-১২-২০২১

প্ৰতি,

- |                      |  |
|----------------------|--|
| ১। মুখ্য উপদেষ্টা    | - ড° ইদ্রানী বৰঠাকুৰ <i>I. Barthaker</i>   |
| ২। ক্ৰীড়া           | - অধ্যাপক দিলীপ তামাং <i>Dilip Tamang</i>  |
| ৩। তৰ্ক              | - অধ্যাপক অজিত কুমাৰ বৰা <i>Ajit Kumar Bara</i>  |
| ৪। সাহিত্য চ'ৰা      | - <del>ড° নম্বুজিত দাসৰাচাৰ্য্যকাকতি</del> <i>Dr. Nambujit Dasracharyya</i> - <i>8/1</i> |
| ৫। আলোচনী (ইংৰাজী)   | - অধ্যাপক বিক্ৰম বৰা <i>Bikram Bara</i>  |
| ৬। আলোচনী (অসমীয়া)  | - ড° মৃদুস্মিতা বৰা <i>Mr. Mridusmita Bara</i>   |
| ৭। আনুষ্ঠানিক        | - ড° মৃদুল দত্ত <i>Mr. Mridul Datta</i>  |
| ৮। ছাত্ৰ জিবনী কোঠা  | - ড° চম্পক দত্ত <i>Dr. Champak Datta</i>   |
| ৯। ছাত্ৰী জিবনী কোঠা | - অধ্যাপিকা ইলাস্কী বৰা <i>Dr. Elaski Bara</i>   |
| ১০। নাটক             | - অধ্যাপক আলোক কুমাৰ দত্ত <i>Dr. Alankumar Datta</i>                                     |
| ১১। সমাজসেৱা         | - অধ্যাপক ভাস্কৰ দুৱৰা <i>Dr. Bhaskar Dura</i>   |
| ১২। সংগীত            | - ড° ৰূপজ্যোতি শইকীয়া <i>Dr. Rupjyoti Shikhiya</i>                                      |

ইয়াৰ দ্বাৰাই ছাত্ৰ একতা সভাৰ উপৰোক্ত মুখ্য উপদেষ্টা আৰু বিভাগীয় উপদেষ্টা সকলক জনোৱা যায় যে, আজি ইং ২৪-১২-২০২১ তাৰিখে দিনৰ ১-০০ বজাত নৱনিৰ্বাচিত ছাত্ৰ একতা সভাৰ শপত গ্ৰহণ অনুষ্ঠান অনুষ্ঠিত হ'ব। উক্ত অনুষ্ঠানত দায়িত্বভাৰ অৰ্পন কৰা হ'ব। সেয়েহে উক্ত অনুষ্ঠানত নৱনিৰ্বাচিত উপদেষ্টা সকলৰ উপস্থিতি কামনা কৰিলোঁ।

স্থান : মহাবিদ্যালয় প্ৰেক্ষাগৃহ।

*Dr. Mridul Datta*  
অধ্যক্ষ  
বাহনা মহাবিদ্যালয়।

# Comparative Statement of Badminton Mat (Indoor Stadium)

Order No. 1055 dt. 21/1/22

dt. 19/1/2022

A.S. Infrastructure & S&M.

Sl. No.	Particulars	B.S. Enterprise	Olympic	
1.	Rubber Mat (5mm) (Orange/Blue/Green) - 1200 Sqft.	1,23,000/- (Apas Court Mat (6mm) including Transportation, Laying, Labour and Adhesives) 6.5 mm	1,62,000/- (Brand wonder Floor Bravo) 5 mm	1,97,625/- (2 yrs. warranty) 4.5 mm
2.	Adhesives	—	—	—
3.	Transport & Installation	—	500/-	—
4.	Laying and Labour	—	—	—
		(GST-12% Extra)	(GST-18% including)	(GST-18% including)

To  
Purchase of sports  
mat for Badminton  
court

Approved  
A. Place  
Principal  
Bachchan College

On the basis of rate offered and thickness  
the firm "B.S. Enterprise" is selected to  
supply 6.5mm thick Rubber Mat.

(Badminton  
court)

Signature  
A.S. Infrastructure & S&M.

Apas provides only quality court mats. The work done will be comprised of pasting and welding.



Date	Sl. no.	Name of the firm	Particulars	Qty.	Order no & dt.	Bill no & dt.	Rate	Amount	Remarks
20/11/2021	75	Assam Sports Industries	Football	3 nos.	1043 dt. 20.11.21	970 dt. 20.11.21	850/-	2550.00	U.S.R. for Student Union - 21
						(Rupees two thousand five hundred fifty only)		2550.00	100%
									Inspected - Mahanta College
20/11/2021	76	-do-	Ludex with coin Shuttle cal mens	5 nit 1 pc.	1023 dt. 23.1.20	436 dt. 14.3.20	120/-	600.00	U.S.R. for Student Union - 20
						(Rupees one thousand six hundred only)		1000.00 1600.00	100%
									Inspected - Mahanta College
20/11/2021	77	-do-	Shuttle cock	1 pc.	1025 dt. 27.1.20	437 dt. 14.3.20	1000/-	1000.00	U.S.R. for Students Union - 20
						(Rupees one thousand only)		1000.00	100%
									Inspected - Mahanta College
20/11/2021	78	-do-	Guard Stickley Half Pant Foot ball	7 nos. 7 nos. 1 no.	1028 dt. 24.7.19	163 dt. 18.10.19	140/- 150/- 280/- 850/-	980.00 1050.00 2960.00 850.00	U.S.R. for Students Union - 19
						(Rupees four thousand eight hundred forty only)		4840.00	100%
									Inspected - Mahanta College

(28)

(28)

Date	Sl. no.	Name of the firm	Particulars	Qty	order no & dt.	bill no & dt.	Rate	Amount	Remarks
29.11.21	79	Annam Sports Industries	Shuttle cock	2 nos.	2693 dt. 8.1.18	AS-361 dt. 8.1.18	350/-	700	
			valley ball	1 "			750/-	750	use for
			tennis ball	1 "			300/-	300	student
			Boxie (450m)	1 pkt			115/-	115	union
			T.T. bat	2 nos.			350/-	700	
			T.T. ball	8 "			40/-	320	
			Foot ball post	1			450/-	450	
			" " Stick	1			130/-	130	
			" " Stick	180			110	110	
								3555	(Rupees three thousand five hundred fifty five only)
29.11.21	80	- do -	Sports cup 7"	5 nos.	2625 dt. 11.7.18	AS/362 dt. 11.7.18	68/-	340	use for
			" " 8"	96 "			75/-	7200	student
			" " 10"	24 nos.			110/-	2640	union
			Mudal	45			20/-	900	
			Silam	45			20/-	900	
			Ribon	20			20/-	400	
								10940	(Rupees ten thousand nine hundred forty only)
29.11.21	81	- do -	Shuttle cock	2 pkt	1043 dt. 27.10.21	AS/973 dt. 13.11.21	340/-	680	use for
								1	student
								680.00	union
									(Rupees six hundred eighty only)

[illegible]

6- College should approach state and central government for funds to maintain infrastructure.

Phone : JRT (0376) 2398044

Fax : 0376-2398668

Email : [bahonacollege@rediffmail.com](mailto:bahonacollege@rediffmail.com)

Website: [bahonacollege.edu.in](http://bahonacollege.edu.in)

OFFICE OF THE PRINCIPAL  
**BAHONA COLLEGE: P.O. BAHONA, JORHAT**  
(AFFILIATED TO DIBRUGARH UNIVERSITY)

Date : 09.11.2022

Ref. No. BC/P - 35/15/7029

To,  
Sri Bhubaneswar Kalita,  
Hon'ble Member, Rajya Sabha  
New Delhi

*Sub: Appeal for Financial Aid for Renovation and Construction of Infrastructure at Bahona College, Jorhat*

Sir,

With utmost respect, I wish to draw your attention to the subject cited above and further inform you that Bahona College, established in the year 1966, is one of the oldest institutions of Higher Education accredited B Grade by NAAC.

Our funding source mainly is RUSA from which we have constructed new buildings to accommodate new conference halls, digital classrooms etc. However, there is still a significant shortfall of necessary funds as we urgently require to construct washrooms for students, especially girl students among other requirements.

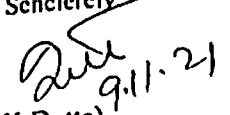
I would also like to inform you that the College situated in a rural area, has for over fifty years, been providing higher education to a large number of students who can ill afford to go to town to pursue their higher education and we are proud to say that we have produced university toppers and many of our students are engaged in India and abroad.

Taking a cue from our Hon'ble Prime Minister's inspiring slogan of "Beti Padhao, Beti Bachao", we do not wish that girls should drop out due to lack of basic amenities when a concerted drive is being made towards girls' education. Therefore, we are placing before you our earnest plea for providing us with the necessary financial aid so that our student, especially our girl student can continue to access the best possible education along with dignity and basic hygiene.

We are enclosing a list herewith along with a tentative estimate of expenses which is urgently required by our college in the matter as elaborated above. We are hopeful that you will consider our prayer with understanding and sympathy and provide us with access to the financial assistance urgently required by us. We shall remain ever grateful to you for kind assistance. Kindly let us know if any further information and/or clarifications are required from us.

With best regards.

Yours' Sencierely

  
(Dr. P.K. Dutta)  
Principal  
Bahona College  
Principal.  
Bahona College

18/11/21  
Principal  
Bahona College

(Dr.P.K.Dutta)  
Principal  
Bahona College  
Principal  
Bahona College

(Rupees Thirty Four Lakhs Twenty Five Thousand only)

SL NO	PROJECT NAME	DESCRIPTION	COST ESTIMATE (INR)	QUANTITY	AMOUNT (INR)
1	CONSTRUCTION OF WASHROOM FOR GIRLS	NEW CONSTRUCTION	4,50,000/-	1	4,50,000/-
2	CONSTRUCTION OF WASHROOM FOR BOYS	NEW CONSTRUCTION	4,50,000/-	1	4,50,000/-
3	CONSTRUCTION OF WASHROOM FOR STAFF	NEW CONSTRUCTION	7,50,000/-	1	7,50,000/-
4	RENOVATION OF WASHROOM FOR GIRLS	RENOVATION	2,25,000/-	2	4,50,000/-
5	RENOVATION OF WASHROOM FOR BOYS	RENOVATION	2,25,000/-	1	2,25,000/-
6	LIBRARY READING ROOM	RENOVATION, UPGRAADATION, AND FURNISHING	5,00,000/-	1	5,00,000/-
7	MODEL CLASSROOM	UPGRADATION AND FURNISHING	6,00,000/-	1	6,00,000/-
TOTAL PROJECT COST :					34,25,000/-

PROJECT ESTIMATE



OFFICE OF THE PRINCIPAL

# BAHONA COLLEGE

P. O. : BAHONA, JORHAT - 785001 (Assam)  
(AFFILIATED TO DIBRUGARH UNIVERSITY)

Phone : (0376)2398044  
Fax : (0376)2396568

Date : 19.02.2021

Ref. No. : BC/1-27/6525

To,

The Honorable Member of Parliament, Lok Sabha  
Jorhat, Assam.

Subject : Prayer for a generous grant under MPLAD fund for Bahoma College.

Sir,

With reference to the subject above, I would like to put forward few points for your kind perusal and necessary action.

1. That Sir, Bahoma College, Jorhat, is a co-educational institute of Higher Education founded in 1966 at Bahoma, Jorhat. With a glorious history of more than five decades. Bahoma College caters to the need of thousands of UG students in Arts and Science. Apart from Higher Secondary and regular UG courses under Dibrugarh University, we offer PG courses under KKHISOU and Directorate of Distance Education, DU and D.I.I. Ed courses under NIOS.
2. Sir, We are committed to impart quality Higher Education to large number of growing aspirants of the country. More and more students are joining courses in distance learning mode. In order to accommodate these students, we are in need of a sound infrastructure.
3. We have chalked out a plan for the above infrastructure and due estimate has been made. We shall be much obliged if you could grant us an amount of Rs. 11,53,500.00 (Rupees Eleven Lac fifty three thousand five hundred only) for the aforementioned Project.

Thank you. Regards.

Yours faithfully,

(Dr. P.K. Dutta)  
Principal  
Bahona College  
Principal ...  
Bahona College

N.B. Detail Plan & estimate  
for the said work is attached  
herewith.





Office of the Principal  
**Bahona College**

P.O: Bahona, Jorhat- 785101 (Assam)  
Affiliated to Dibrugarh University

Ref. No:

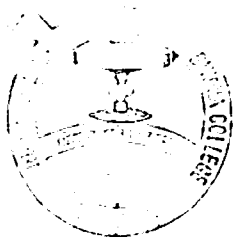
**Notice**

**Date: 4<sup>th</sup> February, 2022**

Applications cum Sealed Tender Papers are invited from interested person(s) for running the college Canteen on or before 20<sup>th</sup> February, 2022. Interested persons may collect the authorized Applications cum Tender Papers from the office of Bahona College during office hours from 7<sup>th</sup> of February, 2022 till 19<sup>th</sup> February, 2022 buy paying Rs.10/- (Rupees Ten) only. Terms and conditions are mentioned below.

**Terms and Conditions:**

1. The applicant must have a Food Menu (Approved by College), Refrigerator, Coffee Vending Machine, Oven/Microwave, Dinner Set and crockery set.
2. The party must have online transaction facilities. (PayTm/BHIM/UPI etc)
3. The selected party has to deposit an amount of Rupees Twenty Thousand (Rs. 20,000/-) only as security money to the college.
4. The party has to pay the electricity bill and rent on or before 10<sup>th</sup> of every month.
5. The party has to clean and maintain the canteen and its surroundings.
6. The party has to make arrangement for disposal of garbage by themselves.
7. The party should not damage or destroy any movable or immovable property of the college.
8. The party should not damage the reputation of the college.
9. The party has to serve healthy and hygienic food in the canteen.

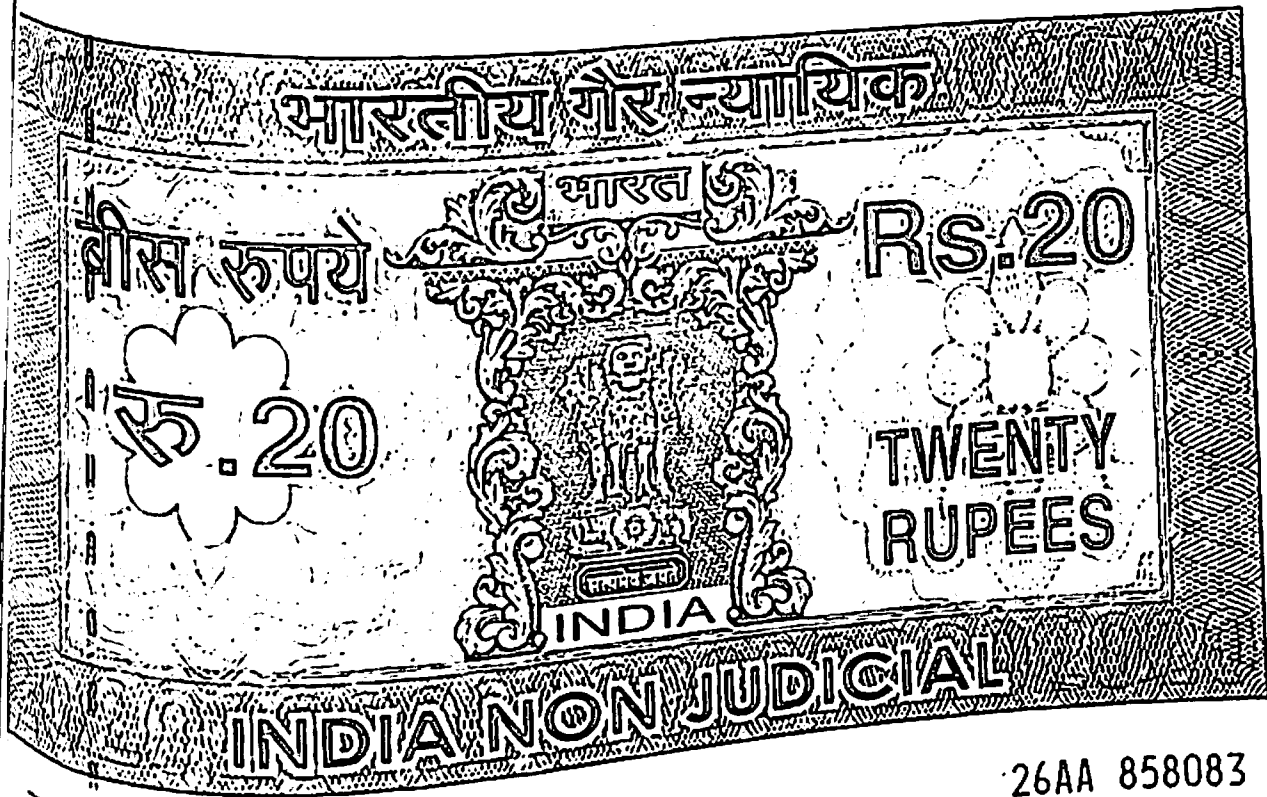


Office of the Principal  
**Bahona College**

P.O: Bahona, Jorhat- 785101 (Assam)  
Affiliated to Dibrugarh University

10. The party has to open the canteen even in holidays if authority orders. The party has to open the canteen in summer break, winter break, and in slack and lean season.
11. The party has to take prior approval for keeping the canteen closed on working days. A fine of Rs 100/- (Rupees Hundred) only per day will be charged for not opening the canteen on irrational ground.
12. The party has to supply food items for practical examinations even if requested for 2/3 persons.
13. The canteen will be leased for three years subject to satisfaction of their services.
14. College may cancel the lease at any time if the party fails to run the canteen as per terms and condition mentioned above with a one month prior notice.
15. College will return the security money to the party after the completion of the tenure with interest, if the party runs the canteen without any objection for the leased period.
16. The party will be fined for destroying or damaging properties of the college.
17. The party has to collect a FSSAI certificate after starting the canteen
18. The selection will be based on the following method:
  - A. Monthly Rent: 35% (Highest rent bidder will get maximum score and others will get relative score)
  - B. Food Item Price Menu: 35% (Lowest price bidder will get maximum score and others will get relative score)
  - C. Preference Condition Score: 5 points for each (only with valid documents)

(Dr. P. K. Dutta)  
Principal, Bahona College  
Principal  
Bahona College



26AA 858083

অসম ASSAM

# MEMORANDUM OF UNDERSTANDING (MOU)

Between  
INSTITUTIONAL BIOTECH-HUB, BAHONA COLLEGE  
AND

School of Health Sciences,  
THE ASSAM KAZIRANGA UNIVERSITY  
FOR

RESEARCH ACTIVITIES

This Memorandum of Understanding is signed on this day 4<sup>th</sup>  
September 2021 BETWEEN

Institutional Biotech-Hub, BAHONA COLLEGE  
Bahona, Jorhat, Assam



*V. Prasad*  
Vice Principal  
Bahona College  
Bahona, Jorhat

## 9. Research Activities

भारतीय गैर न्यायिक

बीस रुपये

₹.20



RS.20

TWENTY  
RUPEES

NON JUDICIAL

and  
School of Health Sciences,  
**THE ASSAM KAZIRANGA UNIVERSITY**  
Jorhat, Assam.

Wherein School of Health Sciences, THE ASSAM KAZIRANGA UNIVERSITY being desirous to carry on Research Activities in collaboration with Institutional Biotech-Hub, Bahona, Jorhat, Assam. This Memorandum of Understanding (MoU) defines the roles and responsibilities of the participatory Institutions.

**BOTH INSTITUTIONS AGREE ON THE FOLLOWING OBJECTIVES:**

- i) To provide access to existing laboratories/equipment/machinery and other physical facilities as and when required for the smooth functioning of the project/dissertation/collaborative research works of faculties as well as students.
- ii) To provide services of competent scientific, technical and other staff available with the institutions as and when required.
- iii) To permit the scientific/teaching staff and students to attend relevant workshops, seminars/webinars, symposia, conference, group discussions/meetings, etc. organized by both the institutions from time to time.
- iv) The scientific/teaching staff and students will be allowed to carry on collaborative research works/ project works at their own cost.
- v) The findings of various collaborative research activities would be the joint property of the Institutional Biotech-Hub, Bahona College and The Assam Kaziranga University and shall share the Intellectual Property rights (IPR) arising out of the project/collaborative research works, etc.
- vi) In case any dispute arises between the two parties, the same would be sorted out through mutual understanding.
- vii) The progress of the projects/collaborative works shall be reviewed/monitored by both the parties.

This Memorandum of Understanding (MoU) will be effective from 4<sup>th</sup> September, 2021 and would continue till otherwise decided for the greater interest of the scientific/teacher/student community.

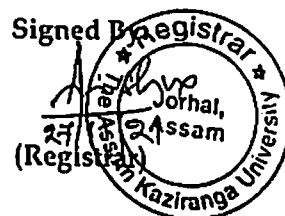


Vice Principal  
Bahona College  
Bahona, Jorhat

27/11/21

IN WITNESS WHERE OF the Institutions hereto signed, sealed and delivered this Agreement on the day, month and year written in presence of:

Signed By: Vice Principal  
Bahona College  
Bahona, Jorhat  
27/11/21  
(Principal)



For and on behalf of  
Bahona College, Bahona, Jorhat.  
Jorhat


For and on behalf of  
The Assam Kaziranga University,

Witness: Principal Investigator  
Biotech Hub  
Bahona College

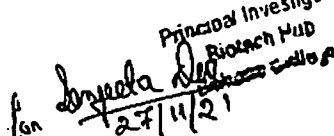
  
27/11/21  
1. Dr. Sangeeta Das

Coordinator, Inst. Biotech-Hub  
Bahona College, Jorhat.

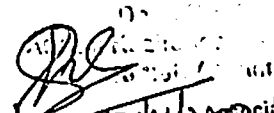
Witness:

  
27/11/21  
1. Dr. Pinky Moni Bhuyan

HOD, Department of Microbiology  
The Assam Kaziranga University, Jorhat.

Principal Investigator  
Biotech Hub  
Bahona College  
  
27/11/21  
2. Mrs. Protiva Borah

HOD, Department of Botany  
(SHS)  
Bahona College, Jorhat.

  
27/11/21  
2. Dr. Suryakanta Swain  
Associate Dean  
School of Health Sciences  
The Assam Kaziranga University  
Jorhat, Assam

Dean Research (KU) & Associate Dean  
The Assam Kaziranga University, Jorhat.