SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

BODOFA U.N. BRAHMA COLLEGE, DOTMA

PO. DOTMA DIST. KOKRAJHAR (BTR)
783347
www.bodofaunbc.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

March 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Bodofa U.N. Brahma College, Dotma is a premier institution affiliated to Bodoland University, Kokrajhar . From a purely Arts College when established in 1997, it has steadily grown into a multi-faculty institution of higher learning over the years. The college took its first step towards its growth with the introduction of Arts Commerce and Science Stream offering BA, B.Com and B.Sc.

The college has been graced by the students like Apurna Narzary, a member of the Indian International Women Footbal Team and Wushu Champions Rajani Kanta Basumatary & Prtitika Brahma.

Vision

To develop socially responsible, sensitive and committed citizens capable of delivering value added services to the society at large.

Mission

To strive for Quality education in keeping with the Motto of the College, "Explore, Dream and Discover" and prepare young minds for imbibing Knowledge, Skills and Sensitivity.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Dedicated Principal, committed Management and experienced and diligent faculty.
- Emphasis on empowerment and enlightenment of students through gender equality and value based education aimed at fostering informed global minds.
- Competitive and learner friendly academic environment.
- The college fosters a spirit of belongingness, camaraderie and warmth with very congenial relationship between the faculty and students.
- Holistic development of students.
- Emphasis on community and social work along with classroom activities.
- Student support system and mentoring process.
- Environment initiatives like, Waste Management Awareness Program held.
- Energy saving initiatives like use of solar energy promoting the use of LEDs.
- Involvement of students in eco-friendly activities like planting trees and maintaining vertical gardens in the campus.
- An auditorium is under construction with the seating capacity of 450 students.
- A host of student support services and welfare schemes for both staff members and students.
- Liberal fee concessions, scholarships and facility of making payment in installments to enable the poor and marginalized sections of the society to enter the mainstream of social system.

Institutional Weakness

- Financial constraints due to reduction in grants by Government.
- Lesser autonomy in curriculum designing.
- Dwindling interest in Pure Sciences.

Institutional Opportunity

- Centrally located college campus.
- Flourishing Commerce Department caters to the needs of business community thriving in this entire area.
- Introducing new value oriented and skill development courses
- Special in-house Sports Training Facilities to students aspiring for a career in sports.

Institutional Challenge

- Rising cost of education.
- Mushrooming of private colleges in the city.
- Reduction and irregularity in grants issued by the Government.
- 100% paperless office.
- Keeping pace with fast changing technology.
- Mass exodus of students to city based institutions.
- Providing a three layered systematic learning process of pulling the students from their weak socioeconomic mindset, acclimatizing them to their new learner friendly environment and making them perform to optimum level.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The Institution is affiliated to Bodoland University, Kokrajhar and the curriculum prescribed by it is strictly adhered to. The college adopts strategic plans for effective implementation of the curriculum. For executing academic activities, planning is done before commencement of each academic session. Efforts are made by the faculty members in designing and developing curriculum at various levels like Board of Studies and Academic Council.

The Institution has total 16 programs in three streams. To improve teaching practices, teachers are encouraged to contribute their articles, research papers in national and international journals and to attend orientation and refresher courses.

The college is sensitive to cross cutting social issues and makes every effort to sensitize the students by periodically organizing seminars/ extension lectures on Gender Equality, Environment and Sustainability, Human Values and Professional Ethics. There are specific committees and clubs that make a collective effort to

raise the level of awareness amongst the students. Field trips and Industrial visits are arranged to add an experiential quotient to the understanding of the students. Case-studies, group discussions, surveys and excursions provide hands-on experience. Structured feedback on curriculum is sought from different stakeholders and new strategies and programmes are devised to address the issues.

Teaching-learning and Evaluation

The college admits students in compliance with norms and Reservation Policy of Bodoland University and State government. The college paid special attention to slow learners' .For intellectual stimulation, advanced learners are given projects and assignments. Experiential learning like field visits, group projects, working models, participative learning techniques like group discussion, exhibitions, etc. and problem solving methodologies like case studies are adopted to ensure optimum learning outcomes. Interactive teaching is ensured through the usage of PowerPoint and multimedia presentations.

The students are evaluated and assessed on the basis of their performance in house examination, attendance, projects and presentations to ensure transparency. An Examination Board has been set up to provide an effective and transparent mechanism to deal with examination related grievances .The institution adheres to the academic calendar for the conduct of CIE.

Learning outcomes academic and co-curricular fields through all programmes offered in the college are stated in college prospectus and on website.Our students have also earned top university positions. Some of our alumni are pursuing higher education and others are engaged in government and private sectors.

Research, Innovations and Extension

Bodofa U.N. Brahma College recognises the importance of research in academic pursuit. To inculcate an interest in the students and the faculty for the same, efforts are constantly made. Till date the college Organised one ICHR sponsored national seminar. Total 29 numbers of research articles published in journals, 16 papers published and edited books have been contributed by our faculty members in various disciplines during last 5 years. The college has the policy of rewarding the recipients of national and international awards with the letter of appreciation.

Our college has been oriented socially responsible activities like community outreach programmes. The college NSS Unit, Electoral Literacy Club (ELC), Bodo Students Literary Forum etc, provide a unique platform for the all round development of the students. Extension activities street plays, rallies, visits to old age homes are conducted to create awareness about various issues of Swachhta and gender equity.

Infrastructure and Learning Resources

The college has constantly been evolving and upgrading its infrastructure. A sizeable part of its budget is allocated to improve and maintain its physical and academic facilities. With a campus extending over two buildings – the Main Section and Girls Section, the college boasts of having 48 spacious classrooms (out of which 16 are ICT enabled) 2 ICT enabled Seminar Halls, 1 Computer Labs, One Smart Classroom, 6 Science Laboratories (out which 2 are ICT enabled), NSS and IDOL offices.

It well stocked and digitalized library has spacious reading rooms, one separate corner for visually challenged students and an extension centre in Girls Section.

The college offers State of the Arts sports facilities like 1 playground.

To meet the growing demands of technically skilled professionals in the modern competitive world, the college ensures that its students and faculty are facilitated with computers and Laptops with Internet facility at a high speed

Student Support and Progression

The college is committed to excel by extending academic, financial, professional and psychological assistance to every student. Liberal concessions, Government and Non-Government scholarships are provided to needy and meritorious students.

The college provides guidance for competitive exams, career counseling, and personal counseling for enhancement of capabilities of students. The institution has a placement cell to assist the outgoing students in seeking employment. The college has a Career Counseling Cell to guide students regarding career avenues. A strong Student Grievance Redressal Committee and Anti-Ragging Committee have been established to redress student's grievances.

The institution makes strategies and policies to enhance students' participation in creative, cultural and sports activities. It is worth mentioning that our students have won a number of prizes in sports at district, state, national and international level bringing fame to alma mater. Apurna Narzary is an International Women Football player representing the Indian Women Football Team. In co-curricular activities, our college has won many prizes in youth festivals and inter-college competitions every year.

Student representatives are included as editors in college magazine, members in Student Council and in various clubs and societies to give them opportunity to have a say in college matters.

The college has its own Alumni Association. Our Alumni are working as teachers, public men, artists, and police personnel and sports persons.

Governance, Leadership and Management

The institution has well defined vision and mission and concrete and dedicated efforts are made for equality and value based education. The governing body works in collaboration with Principal to regulate and maintain an amicable and scholastic environment. The Principal along with HOD's and administrative staff steers the college towards fulfillment of its objectives. The college promotes a culture of participative and decentralized management. A large number of committees have been constituted which are competent and empowered enough to formulate and execute plans and evaluate the outcome. The Governing body also includes two elected representatives from teaching staff. For strategic development and deployment of its policies, the college makes prospective plans both – long and short term. These plans are executed through various committees like Purchase Committee, Construction Committee, and Examination Board. E-Governance has been implemented in various areas of operation. Welfare Schemes are available for teaching and non-teaching staff as per the Government of Assam norms. Proper appraisal system is followed for all permanent teaching

and non-teaching staff for financial management and resource mobilization the college depends upon the grant from Directorate of Higher Education, Assam, Director of Education (BTC), UGC, Local bodies and individuals. It conducts external and internal Audit regularly and prepares an Annual budget estimate. In compliance with NAAC, IQAC has been functioning in the college as a quality sustenance measure and it holds regular meetings for effective planning and implementation of institutional policies.

Institutional Values and Best Practices

BEST PRACTICE – I

1. **Title of the Practice: Promote and Support Students to participate in sport activities**
2. **Objectives of the Practice:** The main objective of **Promoting and Supporting Students to participate in various sport activities** are to provide basic support in order to boost up the hidden sportsmanship qualities amongst the students.

BEST PRACTICE – II

1. **Title of the Practice: Bodofa Memorial Day Festival**
2. **Objectives of the Practice:** To create awareness about library resources, facilities and services among the users and to ensure their optimum use and to organize Literacy Programmes in different occasions.
3. **Context:** On the occasion of Bodofa Memorial Day the college has been launching different programmes including literary and cultural activities with the novel idea to enhance literary activities especially in Bodo Literature.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BODOFA U.N. BRAHMA COLLEGE, DOTMA
Address	PO. DOTMA DIST. KOKRAJHAR (BTR)
City	Kokrajhar
State	Assam
Pin	783347
Website	www.bodofaunbc.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Chilarai Mushahary	03661-284145	9101347349	-	principalbunbc@gmail.com
IQAC / CIQA coordinator	Nabin Hakhrari	-	8471953777	-	iqacbodofaunbc@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Assam	Bodoland University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	18-03-2008	View Document
12B of UGC	21-07-2011	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	PO. DOTMA DIST. KOKRAJHAR (BTR)	Rural	11.074	2362.153

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Assamese	36	HS Pass	Assamese	20	3
UG	BA,Bodo	36	HS Pass	Bodo	50	45
UG	BA,English	36	HS Pass	English	20	10
UG	BA,Economics	36	HS Pass	English	40	40
UG	BA,Education	36	HS Pass	English	40	17
UG	BA,History	36	HS Pass	English	40	16
UG	BA,Mathematics	36	HS Pass	English	10	2
UG	BA,Philosophy	36	HS Pass	English	40	15
UG	BA,Political Science	36	HS Pass	English	50	50
UG	BCom,Accountancy	36	HS Pass	English	10	7
UG	BCom,E Commerce	36	HS Pass	English	10	2
UG	BCom,Finance	36	HS Pass	English	10	7
UG	BCom,Management	36	HS Pass	English	10	10
UG	BSc,Regular Course	36	HS Pass	English	100	22
UG	BA,Regular Course	36	HS Pass	English	300	194
UG	BCom,Regular Course	36	HS Pass	English	100	1

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				20			
Recruited	0	0	0	0	0	0	0	0	8	12	0	20
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				30			
Recruited	0	0	0	0	0	0	0	0	15	15	0	30
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				10
Recruited	9	1	0	10
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				16
Recruited	12	4	0	16
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	6	1	0	7
M.Phil.	0	0	0	0	0	0	5	1	0	6
PG	0	0	0	0	0	0	1	6	0	7
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	1	0	4
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	14	12	0	26
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	2	0	5
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	812	0	0	0	812
	Female	428	0	0	0	428
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	1	0	0	2
	Female	1	0	0	2
	Others	0	0	0	0
ST	Male	434	209	133	150
	Female	217	94	114	79
	Others	0	0	0	0
OBC	Male	19	5	10	16
	Female	11	2	2	5
	Others	0	0	0	0
General	Male	3	0	3	5
	Female	3	0	2	4
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		689	310	264	263

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Bodofa U.N. Brahma College, Dotma continuously strives for expansion of equality in higher education among rural, poor and socio-economically disadvantaged group of students. Our college is

	prepared to face the change in education system. Importance will be given to liberal education, value-based education and environmental education. The stress is given on project work, field work and experimental learning. The college made Environmental Studies a compulsory subject and teaches traditional and ethical values and made skill subjects compulsory for the students who are free to select skill courses of any department.
2. Academic bank of credits (ABC):	The college has not registered under ABC but has plan to do so. The college has just initiated foreign collaboration and its plan for internalization of education on its part in future. The college is going to introduce two vocational courses after proper affiliation and permission from Bodoland University.
3. Skill development:	The college has plan to introduce more skill oriented and job-oriented courses and made skill subjects compulsory for the students who are free to select skill courses of any department. Moreover, the college has constantly advising its students to undergo different online courses conducted under MOOC, edX, Coursera etc.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	In view of better communication, the students are taught in both English, Assamese and Bodo. However, medium instruction is English. The college is planning more orientation to the faculties for effective teaching in both the languages. The college practices traditional dance forms of Bagurumba dance. The college has introduced CBCS system and its making efforts to transform its curriculum towards Outcome Based Education.
5. Focus on Outcome based education (OBE):	For Outcome Based Education along with traditional courses Bamboocraft Studies and Computer Basic education are given importance. To meet the NEP, college has planned to implement interdisciplinary program and inter departmental program focusing on Outcome Based Education.
6. Distance education/online education:	We are having plans to implement more distance learning program. The college already has a study Centre of IDOL (Institute of Distance and Open Learning) of Gauhati University. During the period of lockdown, the faculties took classes through various platforms like Google Class Room, Google Meet, Zoom Cloud etc. The college has added various technological tools like computers, Learning

	Management System, Google Workspace, LCD Projector, Interactive Display Panel, Wi-fi etc.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, Formed on 29th November, 2021, It is constituted at the behest of Election Commission of India (ECI) in all the educational institution with a motive to aware and ensure the participation of youth & future voters who are pillars of Indian democracy.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The ELC students' coordinator and coordinating faculty members are appointed by the College. The functional ELC is constituted by Dr. Kamal Kumar Brahma as faculty coordinator and Mushri Mitishar Brahma as student Coordinator.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The activities include 1. Promote awareness of 'Right to vote' among students, faculty members and community at large. 2. Debate on free and fair election. 3. ELC works to educate the future voters about enrolment, and other electoral process like EVM/VVPAT. 4. To develop a culture of electoral participation and maximize the ethical voting and follow the principle 'Every vote counts' and 'No voters to be left behind'.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Socially relevant initiatives taken by College and observe every 25 January National Voters Day to aware students.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	We extent support to students who yet to be enrolled as voters in the electoral roll. We hang a notice on notice display regarding the latest information published in the Election Commission website.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
995	620	530	467	418

File Description	Document
Institutional data in the prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 60

File Description	Document
Institutional data in the prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
50	60	57	54	45

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
16.019469	51.84598	45.86756	66.44912	67.35356

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Bodofa U.N. Brahma College, Dotma has implemented *Choice Based Credit System (CBCS)* in 2019 in all the departments as per the regulations of Gauhati University, Guwahati. The college has well-structured Outcome Based Education (OBE) process for the effective implementation and delivery of the curriculum to make the students *socially committed, employable, innovative and research oriented.* The college has been pro-active in introducing new generation programmes and familiarizing the students with various *national education* platforms.

Curriculum Delivery and Planning Process

- IQAC conducts a meeting at the beginning of every Academic year to verify the syllabi of each subject.
- An *Annual Academic Plan (Academic Calendar of the College)* is prepared by the Academic Committee every year on the basis of *Academic Calendar of the University* and departmental academic plans. It is published in the college Prospectus and displayed in *college website*. The departmental academic plans are displayed on the departmental notice boards.
- The Prospectus designed by the *Admission Committee* disseminates information regarding the programmes and courses. The details of programme outcomes, programme specific outcomes, course outcomes, syllabi, weightage of internal examinations are communicated through *College Website*. E-Resources prepared by the faculty members and Question Bank containing model question papers and old university question papers are available in the college website.
- The College Timetable is prepared by the college and is available in the college website.

Curriculum Implementation process:

- When a new programme is introduced, HoDs direct the teachers to prepare Programme Outcomes and Course Outcomes and the same is approved by the *Departmental Advisory Committee*. The faculty members also prepare a *Course Plan* in tune with the attainment of course outcomes.
- Faculty members use Learning Management Systems and Platforms like **Google Class Room.**
- The college conducts centralized internal assessment test in a semester and after which department level and parent level meetings are organized.
- A course completion report for each semester is prepared by the department and submits it to IQAC.
- The feedback regarding the curriculum from the students, teachers, parents and employers is communicated to the University.

File Description	Document
Upload Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Add on /Certificate/Value added programs offered during the last five years

Response: 0

File Description	Document
Institutional data in the prescribed format	View Document

1.2.2

Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 0

1.2.2.1 **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

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

Response:

The College has been always sensible towards these crosscutting issues. Being an affiliated College, the curriculum of the Bodoland University is followed in the institution and it integrates, to some extent, all

the above cross cutting issues though different programmes. Besides, the Certificate Courses also include some issues.

Gender Sensitivity: The syllabus of Bodo, Economics, English, History, Political Science and Education include issues related to Gender Sensitivity. Economics has this issue in 5th and 6th Semester, English has in 1st and 2nd Semester, History has in all Semesters, Political Science has in all except 3rd Semester, Education has in 5th and 6th Semester.

Environment and Sustainability: The College runs a compulsory paper for all called Environmental Studies in the 2nd Semester, which deals with environment protection and sustainability. Apart from this, the curriculum of various departments also includes issues like environmental protection, tea plantation, paperless college campus, solid waste management, Solar Energy, Pollution free Earth, plastic free zone etc. Economics covers this in 5th and 6th Semester, Education in 5th Semester, History in 3rd, 4th and 6th Semester, Political Science in 2nd Semester.

Professional Ethics: Political Science, Education, English have included some elements of Professional Ethics in the syllabus. The topics like Principles of quality control, Conduct in Workplace, Work Culture, Transparency in Pricing, Brand Value and Brand Loyalty, Personal Integrity in Ethical Behaviour, Equal treatment towards women, Respect for Senior Citizens, Practice of Transparency in Budget, Maintenance of Cleanliness and hygiene in workplace are taught to the students. English in 1st Semester, Political Science in 3rd and 5th Semester and Education in 5th Semester touch issue.

File Description	Document
Upload Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 4.52

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 45

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 64.62

2.1.1.1 **Number of students admitted year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
689	310	264	263	222

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
705	500	500	500	500

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.1.2

Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 93.6

2.1.2.1 *Number of actual students admitted from the reserved categories year - wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
260	185	177	185	129

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
260	185	185	185	185

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 19.9

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 using ICT tools

Response:

Our institution aims to make the teaching learning a two way process by encouraging the students to enjoy the teaching programmes. Our learning methods are aimed to provide student centric atmosphere in the campus.

Experimental Learnings:

- The infrastructure of the college is required with Smart Classrooms, ICT Enabled Classrooms to provide the benefit of modern technological innovations.
- Projects and field trips and plantation drives are intended to aware students about the burning issue of climate change.
- Subjects related videos are downloaded and provided to the students, Charts and models are used.
- Audio visual aids, virtual learning platform, mobile learning platform are used.

Participative Learnings:

- Our college is equipped with a Seminar Room so that students can learn from experts of different fields in different subjects. The boost the academic pursuit of the pupils, subjects experts from other institutes too are invited.
- Presentations of Project work are a part of the learning process.
- The teachers use real world situations and case study method during disseminating the contents.

Problem based:

- Tests, Debate competitions and quizzes are organized to enhance the learning experiences of the students.
- There is a special initiative students towards creative writing and literacy works through the annual megazines of various Departments.
- Cultural Possessions with specific themes are organised to create a participative learning environment in the institute.
- Students are motivated to particpate in the institutional and inter-institutional competitions to boost the extra-curricular activties of the students.

File Description	Document
Upload Additional information	**View Document**
Provide Link for Additional information	**View Document**

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 **Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:**

2021-22	2020-21	2019-20	2018-19	2017-18
50	60	57	54	45

File Description	Document
Upload supporting document	**View Document**

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 42.48

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
24	25	26	19	19

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Our institution is affiliated under Bodoland University and follows all the rules guidelines formulated by the university. Therefore, our college has very limited space for formulating a continuous Internal Evaluation System of its own. At the beginning of every academic year students are informed about the Continuous Internal Evaluation process of our college. Our department are assigned to conduct the sessional Examination on time, evaluation of the scripts and to submit the marks in the prescribed format for submission at the office of the Controller of Examinations, Bodoland University. Besides, the departments allot specific topics for home assignment and those are evaluated by teachers. Moreover, departments are assigned with the duty of monitoring the percentage of attendance of the students in their classes. Our college has separate committees constituted of faculty members for conducting sessional examination and end Semester examinations. The answer scripts are discussed with the students for identifying the weakness of the students. Further, the scripts are preserved for submission to the university on demand. The department appoints invigilators for assisting the external examiners for conducting the practical examinations. The internal examination committees are entrusted for monitoring the transparency and effectiveness of the departmental examinations. They collect the soft copy of the question papers from the concerned departments and provide the printed copies of the answer scripts according to the requirement.

Separate Examination Wing: Our college has one separate examination wing to look after the examination related works in the campus. It is constituted of Principal as the Examination-in-Charge,

one/two Assistant Professor in each examination as Assistant Examination-in-Charge, and two administrative assistants. It has one separate computer and one printer to maintain the examination related documents.

Orientation at Departmental Level: At the beginning of each academic session, it is entrusted upon the faculty members to explain the details of the CIE to the students. The sample of previous questions papers and answer sheets are displayed to the students to make them familiar with the Bodoland University examination pattern.

Evaluation: After the completion of the internal examination by the departments, they are evaluated to check the process of the students. The teachers are entrusted to identity the weakness of the students and to take appropriate remedial measures.

Mechanism for conducting Retest: The departments are instructed to arrange retest for the students who failed to appear in the internal examination on the scheduled dates due to some unavoidable circumstances. Such students must explain and establish their reasons of absence to avail the opportunity of retest

Pre-scheduling of Internal Examinations: The examination committee and the IQAC prepare the tentative dates for conducting the internal examinations by the concerned departments. The dates are duly notified in the notice board beforehand to keep the students alert.

File Description	Document
Upload Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

The College offers course of Arts, Commerce and Science streams and the students in Arts stream study undergraduate courses in the subjects Assamese, Bodo, English, Economics, Education, History, Mathematics, Philosophy and Political Science. In Science Stream courses offered in Botany, Bio-technology, Chemistry, Computer Science, Mathematics, Physics and Zoology subjects. The undergraduate course in Commerce stream offered in Accountancy, E-Commerce, Finance and Management.

In 2019, the Gauhati University introduces CBCS system with effect from 2019-2020 session and with this, Outcome Based Education (OBE) is initiated in the college in proper manner. The College affiliated presently affiliated to Bodoland University and the University accepted CBCS system way back in 2016.

Course Outcomes:

- After completion of the course in Assamese, the students get a grip on the history of Assamese literature, the Assamese linguistic history, phonetics, grammatical construction, folk literature and culture, society and religious traditions of Assam.
- After completion of the course in Bodo, the students can get an exclusive knowledge on the history of Bodo literature, the comparative knowledge on other language and literature of Assam, Bodo Linguistic history, grammar for academic writing, folk literature and culture, society and religious traditions of Bodos.
- After completion of the course in English, the students can get proficiency in academic business writing, develop the ability to write summary, abstract, reviews, reports, Seminar presentations, applications etc. Besides, they are familiarized with the literary movements, use of English in present day scenario etc.
- The Political Science helps in understanding the concepts like democracy, liberty, justice, sovereignty, political theory and history, gender issues, human rights etc. After completion of the course in Political Science, the students can get sufficient knowledge on Indian Constitution and other constitution as well. Besides, this course helps to understand the Ancient Indian political traditions and its relevance in contemporary Indian politics.

Communication to the Teachers and Students

- The results are timely and systematically displayed in the College Website.
- The syllabus and the course outcomes are prepared by Bodoland University. The syllabus is available in the offline mode (in the concerned Departments) and in online mode) and in online mode (in the college website and Gauhati University website).
- Our prospectus also contains the details and combinations of all the programmes offered by our college.
- Staff Meetings are regularly conducted and the IQAC and Academic Committee of the college let the teachers to know every new inclusion and exclusion immediately after it is notified by the University.
- The syllabus and the course outcomes of the Certificate Courses are designed by the concerned departments and are available in the website of the college.
- The teachers of every department let the students to know every details of the syllabus in the classes.
- The students are encouraged to visit the website and to go through the syllabus in detail.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Pass percentage of Students during last five years

Response: 73.4

2.6.2.1 **Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
148	144	82	70	72

2.6.2.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
178	163	124	105	133

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 2.92

File Description	Document
Upload database of all students on roll	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

The Institution has taken some initiatives to organize, create and disseminate knowledge and to ensure its availability for students and faculties. The following activities have been conducted from time to time for the enhancement of the teaching-learning process.

Personalization: Personalisation refers to the one-to-one transfer of knowledge between two entities in person. This is done through seminars, workshops, interactions, and career counseling programmes organised by various departments from time to time. The IQAC of the Institution has organized ICHR sponsored seminar to add the knowledge of the students and faculty members.

Codification: Codification is another way of disseminating information i.e. the act of converting knowledge into artifacts like documents, images, and videos. The students and faculty members engaged themselves in preparing PPTs and Research activities for the enlightenment of knowledge to the target group.

- The Department of Bodo motivates the students to write articles and poetry by organizing various

seminars and poetry festivals. Students are also encouraged to critically analyse the social issues of the course and submit it as a Project report.

- The most recent and popular method of incubation of ideas for students is the critical analysis of case studies. The different cases in the textbooks and the reference books are identified and the students are given a specific time to study, solve and submit the case study as Assignment Paper.
- Some departments of the college generate co-curricular stimuli through workshops and seminars. Resource persons are invited to conduct these and spark the creativity of students to sharpen their innovativeness. The students are also encouraged to carry out an environmental survey and submit Field Work.
- The library is a storehouse of Books, Journals and inflibnet and students are often encouraged to access the books from the library and acquire knowledge.
- Separate labs are set up for the students in Science, and Computer Departments.
- Students who are interested in creative writing are encouraged by the language teachers to write for the college magazine & wall magazine and departmental wall magazine.
- The institution has taken keen initiatives to motivate the students in co-curricular activities. Miss Apurna Narzary, a BA 3rd semester student of the college, plays for the India women's national football team and Kerala blasters in the club team. Another student Rajani Kanta Basumatary has won Bronze medal in the recently held All India Inter-University Wushu Championship, 2023 at Chandigarh University.
- Certificate courses that deal with the latest socio-economic trends have been initiated. Some of these courses are Bamboo Studies, PGDCA, Fashion Designing, and Tailoring for Girls.

File Description	Document
Upload Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 1

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.48

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
11	3	5	7	3

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.27

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
4	5	3	3	1

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.4 Extension Activities

3.4.1

Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

Our institute motivates the students to join different extension activities initiated by the cells and departments. Different initiatives are intended to develop a campus community partnership by involving the students with the practical realities of the society. In order to sensitize the students to social issues, various activities and awareness programmes are conducted. The objective of these programmes is to develop a mindset to extend a helping hand to the needy ones.

College-Community Partnership: With an objective to help the lower strata of the society, the college has conducted various programmes such as:

- General Health check up camp
- Awareness on road safety
- Legal awareness camp
- Promoting national integration
- Covid 19 Care
- Awareness on Book reading
- Important site visit
- Sports meet

Helping the Marginalized: With an objective to help the marginalized section of the society we have initiated following programmes:

- Helping the poor during Nationwide lockdown
- Population Control awareness

Conservation of Environment: Our College has initiated following programmes for conservation of environment in the locality:

- Celebration of World Environment Day
- Plantation of saplings outside the campus
- Cleanliness drive

File Description	Document
Upload Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The result is spontaneous involvement of the students in extending their helping hand to the society when needed. Some of them were involved in making and distributing hand-sanitizer with the help of the teachers in the department of chemistry of the college during the early ways of the first wave of Covid-19. Indian Society for Training and Development (ISTD) Guwahati Chapter & "Arhan" an Association of Reforms for Healthy Advancement of Nation presented a 'Honorary Appreciation' to Bodofa U.N. Brahma College for outstanding Contribution and forfitude towards the Humanitarian cause and exemplary work done at the forntline of Covid Pandemic.

File Description	Document
Upload Additional information	[View Document](#)

3.4.3

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 organised in collaboration with industry, community and NGOs) during the last five years

Response: 14

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

2021-22	2020-21	2019-20	2018-19	2017-18
5	0	2	6	1

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

The institute, established in 1997, is situated on a peaceful rural area comprised of 11.074 acres of land to provide an equipped academic ambience. Our institute has sufficient conventional classrooms, digital classrooms and laboratories for providing a fruitful teaching learning environment. A planning committee is specially entrusted to plan, execute and evaluate the infrastructural requirements.

Classrooms Facilities:

- There are 27 classrooms out of which one is smart Classrooms and 2 are ICT enabled classrooms with projectors.
- Classrooms are equipped with Wi-fi facility to enable effective teaching learning experience.
- All the classrooms are sufficiently spacious, hygienic, well ventilated and equipped with sufficient white board and furniture.
- All the departments are organized with separate rooms for the faculty members and equipped with desktop computers.
- CCTV cameras are installed in the campus.

Laboratory Facilities:

- Department of Education maintains a laboratory
- Separate laboratory is available in the Department of Food Processing and Quality Management
- There is a laboratory for Jacquard Handloom course.

Computer Facilities:

- There are total 43 (Forty three) computers in the college out of which 38 computers are used for academic purposes
- One server for proper functioning of the administrative activities and library software
- There is an Interactive LED Display Screen for smart classroom.

Other Facilities:

- Separate rooms are allotted to NSS, IQAC and Students' Union.
- Separate room is allotted for Computer Centre.
- Separate room is allotted for Examination activities.
- Ramps for the benefit of the differently able individuals.
- Filters for providing pure drinking water in the campus.
- Hostel is provided to the Girls having capacity for 60 boarders.

- Separate common rooms for the girls with toilet facilities.
- There is a Garden.
- One On-Grid Solar Plant.
- Toilet facilities are available in all the blocks separately for gents and ladies.

File Description	Document
Upload Additional information	[View Document](#)

4.1.2

Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 13.08

4.1.2.1 **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
0.37	0.2	16.87	8.67	6.28

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

College Library is situated in the ground floor of the main Administrative building of the campus. The library is comprised of 10349 books and seating capacity of 30. Our library is fully automated with the latest library management software solution KOHA and it provides a reader friendly interface for searching resources in the library along with its availability status. The library has an E-Resource corner.

- Name of ILMS Software: KOHA

- Nature of automation: FULL

Features of KOHA:

- Koha is a web OPAC integrated library system (ILS)
- KOHA at DCNCL offers a dedicated cloud server ensuring 24x7 access.
- User friendly search facility.
- The software is multilingual and transferable.
- KOHA's online Public Access Catalogue, circulation management and self-checkout interface are based on updated technology.

Library Sections:

- Periodical section
- Book collection – Subject wise –DDC-Dewey Decimal Classification
- Reprography section-print, photocopy and scan
- Reading hall for students and staff separately.

Library Services:

- Computerized issue/Return, Renewal
- Subscription of various journals-Print and Online
- Reference service
- The library has open access system
- E-book access for all users
- Orientation programmes for new members
- Digital repository consisting these, dissertations and question papers.
- Reprographic Facility
- Remote access to the various digitized materials.
- Digital Learning for electronic content learning
- CCTV surveillance for security reinforcement.
    - Link Speed 1000 Mb/s
    - IPv4 Address 192.168.1.13
    - IPv6 fe80:: bbd2:85c2:25b8:5ead
    - D8:BB:C1:80:54:2F
    - Default Route 192.168.1.1
    - DNS. 218.248.112.193.218.248.112.225

File Description	Document
Upload Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

Our institute has integrated latest IT methods and aiming to complete automation of the regular activities of the campus. Admission, administrative and academic process are integrated with IT to make the process convenient and transparent.

- The college has a deal with UB Web Solutions and all the IT facilities are updated in consultation with the farm
- The College has tie-up with Digital Oma and SS Technologies , for maintenance and regular update of IT facilities.
- The IT infrastructure of the institute comprises 43 computers linked with Wi-Fi LAN.
- Our campus has one dedicated server. College Library is a digital library and is automated with KOHA software with cloud server facility.
- Projects, theses, dissertations and question papers are provided through digital repository
- The Library has regular subscription of E-journals and E-books via INFLIBNET
- Use of learning management system like Google Classroom
- All departments are equipped with computers with Wi-Fi connectivity.
- Institute has a Dynamic Website and active social media platforms like Facebook, Twitter and Instagram.
- Streaming off important events in social media.
- The college campus has been covered by CCTV surveillance in 24x7
- The college has two Photo-Copier machines which are dedicatedly used for the teachers, employees and the students.
- The institution uses Google Meet, Zoom Cloud etc. for classes, webinars and online conferences.
- The college had applied for Google Workspace and after proper verification they provide subscription due to which unlimited access to Google facilities are awaited.
- The college has developed Office Automation for online admission.
- As an affiliated college under Bodoland University, the college uses online form fill up portal extensively for the benefit of the students.
- The institution has an active portal for online leave application.
- The College has implemented LMS (Learning Management System)
- The institution has an interactive LED display and it is used for smart classroom.

File Description	Document
Upload Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 26.18

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 38

File Description	Document
Upload supporting document	[View Document]()

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Response: 4.17

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
2.00508	4.38	2.44	0.97	0.53

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 61.55

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
995	256	270	344	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2

Capacity building and skills enhancement initiatives taken by the institution include the following

 1. *Soft skills*
 2. *Language and communication skills*
 3. *Life skills (Yoga, physical fitness, health and hygiene)*
 4. *ICT/computing skills*

Response: E. None of the above

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 0

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career**

counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.1.4

The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 4.55

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
10	2	5	7	8

5.2.1.2 **Number of outgoing students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
178	163	124	105	133

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 17.86

5.2.2.1 *Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	1	1	1

5.2.2.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
9	1	4	6	8

File Description	Document
Institutional data in the prescribed format	[View Document](#)

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 last five years

Response: 5

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	1	1	1

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 3

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
3	2	4	3	3

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

The Alumni Association of Bodofa U.N. Brahma College, Dotma has been actively working as an integral part of the institution. They have named it as Bargo Foraisha Afat. The institute has dynamic alumni, those are working parts of the country and the Association is playing the key role in maintaining a nexus among them.

- The Alumni association organizes its meetings annually within the campus.
- The Association also has helped in the erection of a memorial in the commemoration of the martyrs of the state.
- They actively participate in various cultural activities organized with the campus.
- They also provide help in the continuous evaluation and up gradation of the physical facilities of the campus by submission of their Feedbacks. Their views are always considered for introspection of different activities conducted by the institute.
- Alumni have enriched the infrastructure of the College by donating some furniture to the College.
- Alumni participate in the Core Committee meetings of IQAC

File Description	Document
Upload Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

Institutional Governance Mechanism and Policies:

- The College is established in a rural area with the vision to provide quality education to the poor rural students for transforming the lives of the rural masses. We are continuously trying to provide value education and to transform the campus into a centre of excellence.
- Our college aims to fulfill the academic requirement of everyone irrespective of caste or creed. It aims at enhancing collaboration among schools, organizations and other leading institutions of the area with a view to provide opportunities to the students for higher studies. The faculty members take classes voluntarily in the nearby schools with a view to motivate the students.
- The college is endeavouring in developing commitment of faculty and staff for all-round development of the students. It is committed to maintain green and supportive environment throughout the college and to improve satisfaction level of all stakeholders. The college campus is a Green Campus and entry of vehicles is strictly prohibited.
- The campus is a Tobacco Free Zone.
- The college has a vision to develop socially responsible, sensitive and committed citizens capable of delivering value added services to the society at large.
- Our institute attempts to educate and imbibe the humanitarian values among the citizens.
- Under the monitoring of a dynamic and dedicated management, the institute functions via a participative and decentralized system of governance.
- The dynamic leadership of the institution always gives a close guidance to the activities of the college to assist the youth to prosper as responsible, competent and mature individuals infused with higher standards in head and heart.

Governance Mechanism:

The mechanism for governance of the institute is tuned with the mission and vision of the college.

- The Governing Body is the supreme body in respect of framing the policies.
- The President of the Governing Body is always a renowned educationist and works as the chief trustee. He is assisted by the Principal as the ex-officio Secretary of the Governing Body.
- It is constituted of various stake holders like Member of Legislative Assembly, Social Activists, Retired Teachers, Principal, Office Assistants, IQAC Coordinator and Alumni.
- The Governing Body gives required directions to the Principal to execute the plans according to the Mission and Vision of the college.
- The GB meetings are organized frequently according to the requirements in the campus to finalize and sanction necessary plans for infrastructural development and renovations and for the

improvement of the quality of the teaching learning process. To develop the sense of collective responsibility and team spirit, the decisions are adopted through a democratic style.

File Description	Document
Upload Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

The college is affiliated to Bodoland University and all activities, rules and regulations are done by following rules and regulations of UGC, State Government and Bodoland Territorial Coucil Government. The Governing Body guides the Principal and monitors the College through him.

The Governing Body: The College has an effective and well functioning organizational structure and the prime administering authority is the governing body. The Body is consist of renowned educationist from the locality, Principal, a few selected staff members, guardian members and affiliating University representatives. The highest authority is the President of the Governing Body, who is selected from among the educationists of the area and is appointed by the Director of Education, Bodoland Territorial Council. It recommends strategic plans in respect of development of infrastructure, quality improvement in teaching learning process and good practices.

Principal: The Principal of the college is the key person having executing authority of each and every affair of the institute. He is entrusted to implement the directives of the Governing Body and is the communicative agent between the Governing Body, Government and the University.

The Staff Unit: the Unit takes adequate measures in implementation of the strategic plans and sometimes also takes decisions in view of various affairs of the college. It offers suggestions in development of different aspects of the institute.

Committees and Cells: In order to smooth functioning of the institute the administration of the college is supported by a number of committees and cells like, IQAC, Planning Board, Purchase Committee, Building Committee, NSS Advisory Committee, Library Advisory Committee, Grievance Redressal Committee, Women Empowerment Cell etc.

Recruitment: The initial appointments to the institute were made by the College Governing Body. Later on services have been provincialised in 2021 and 2022 by the Government of Assam. The number of vacancies in different strata is submitted to the Director of Higher Education, Assam time to time. Advertisements are made in the leading daily news papers following all the guidelines prescribed by

UGC, Bodoland University and DHE, Assam.

Promotion: Promotion proposals are submitted to the DHE, Assam by following the statutory guidelines of UGC regarding Career Advancement Scheme (CAS). Besides, Bodoland University has also notified the basic qualifications for the promotion of teachers. According to the UGC guidelines, promotion is granted based on the evaluation of API score.

Service Rules: All the employees strictly adheres to the rules and regulations framed the by Bodoland University and Finance Department, Govt. of Assam. Beside, the employees are bound to follow the instructions framed by BU in respect of examinations, evaluations, curriculum revision etc.

Grievance Redressal Mechanism: There is a Grievance Redressal mechanism in the institute led by the Principal of the college. The coordinator of the Women cell also involved in the mechanism. The liberty is granted to all the employee to raise their objections before the committee.

File Description	Document
Upload Additional information	[View Document](#)

6.2.2

Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

Response:

The College has developed a pro-active environment in the campus to provide job satisfaction to the employee of the institute. Some of the welfare schemes for the benefit of the employees are as follows:

- Free Wi-Fi facility in campus.
- Employees Fund is maintained in the college and financial help is provided to the employees in urgent need.
- Interest free loans are issued to the employees in urgent need. The employees are instructed to submit their application with the entire testimonials to the Principal of the college.
- Admission fees weaver facilities are available for the children of the employees.
- Parking facility is provided for staff vehicles outside the boundary walls.
- Retirement party is arranged in respect of the services of the retired person.
- Serious discussions related to the staff members are conducted and the IQAC hall is used for the purpose.
- COVID-19 Vaccination programme in the campus.
- Child Care Leave is granted to the Women Employees of the institute.
- College provides free accommodation to the female employees at the Women's Hostel
- Leaves are granted to the teachers for pursuing PhD programme.

Other Welfare Schemes:

- **Maternity Leave** is offered to the female staff members for 18 days to protect the interest of the mother immediately before and after the child birth. Leave benefits are provided who have a tubectomy or miscarriage.
- Paternity Leave is granted for 10 days to the male employees to take care of the new born baby and other.
- The college administration encourages the teachers to apply for promotion without any delay and adheres to the UGC Guidelines for their career advancement.
- National Pension Scheme (NPS) is a voluntary contribution pension system available in the campus. The employees can contribute to their pension account during their service tenure.
- BUNBC Teachers Society is a body which provides financial helps to needy faculty.

File Description	Document
Upload Additional information	[View Document](#)

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 21.05

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
28	17	11	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 14.14

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
28	17	11	0	0

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
26	26	26	26	26

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The institution has an effective functioning mechanism for utilization and mobilization of funds in a transparent way and it aims at maximum utilization of resources. The planning board of the college looks after the development plans, implementation, supervision and fund raising activities. The committee

verifies the needs and necessities of the departments and the other wings for allotment of funds. At the beginning of every financial year the Planning Board plans the budgeting provision for academic and administrative activities. The functions of planning board are always in consultation with the various committees like building committee, Purchase Committee, Library Committee, Games and Sporrts Committee, IQAC, Fees Restructure Committee etc.

The primary sources of the college funds are from the following agencies:

Central Government Funds:

- UGC

State Government Funds

- State Govt. fund for infrastructure development
- Fund for NSS

Non-Government Funds

- Financial assistance from
- Aid from Philanthropists
- Contribution from Faculty and Non Teaching members
- Rents from external bodies for conducting various events and examinations.

The Central Government Funds are used for infrastructure and other developmental activities, academic resources such as books and journals as well as facilities. UGC grants have been sanctioned for academic events like seminars and workshops.

State Government funds are sanctioned for infrastructure development like digital classrooms and digital library, extension activities. Non-Government funds are used to meet infrastructural and other developmental requirements as well as the maintenance of the institution. The VCDC funds are sanctioned for the infrastructure development of the college but executed and utilized by themselves.

The college ensures that the resources are completely used for the fulfillment of the needs of the stakeholders. The departments and other wings are asked about the approval of their budget and to maintain proper account and reports of expenditure. In respect of all the funds that are utilized by the college administration, internal and external auditing is conducted at the end of every fiscal year and it is ensured that proper accounting and utilization has been done. The Account officer maintains all the accounts and the Principal is accountable for all the financial transactions.

File Description	Document
Upload Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The IQAC is the key agency for the improvement and maintenance of quality in the academic services provided by the institution. The main endeavours include:

- Framing the quality Strategies
- To keep surveillance upon the extensive and outreach programmes of the departments of the college
- Encourage different stakeholders to create an academic environment in the campus.
- Conducting Seminars, webinars and Workshops'
- Introduction of best practices
- Introduction and assessment of curricular and co-curricular activities.
- Initiating quality approach in the fields like accreditation and ranking, collaboration, consultancy, feedback analysis, E-attendance, Career Advancement Guidance, improvement of quality in research etc.
- Faculties are encouraged to use the ICT tools.
- Faculty Development Programmes are organized
- E-learning resources are extensively used.
- Programmes are organized to enhance professional competency.

Two Practices institutionalized by IQAC, Bodofa U.N. Brahma College

1. Certificate Courses:

- The IQAC has initiated providing certificate courses to the students in parallel with the primary course they study in the college. The chief purpose of the initiative was to enrich the quality and skill of the students so as to increase their employability and to prepare them for the community life and business life that is waiting for them in near future.
- Every Department of the institution has developed some certificate courses which are more or less related to their syllabus provided by the University.
- The institution has provided a total number of ___courses till now and it includes courses like

2. The Quality of Teaching Learning Environment in Classroom teaching has been enriched:

With a view to make the teaching Learning environment fruitful and effective, the IQAC has adopted various measures and the classroom atmosphere has been transformed with the help of various updated ICT tools.

- LCD projectors have been used in the classroom.
- Internet connectivity is available in all the classrooms through Wi-Fi
- Measures have been taken to boost the internet speed.

- Computer, audio system with amplifier has been installed in the smart classroom.
- Interactive LED Display panel has been installed in the smart classroom.
- For online teaching, Google Meet, and Zoom Cloud etc. by the teachers and students.
- The IQAC has been able to get unlimited access to Google facilities through Google Workspace which has been supplied by Google through proper procedure.

File Description	Document
Upload Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)/ membership of international networks**
3. **Participation in NIRF**
4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

The college pays committed effort for the **safety and security** measures for gender equity. It has strict round the clock security of high standards at the entrance of the campus to make it a safe zone. Well trained guards are employed by the college on 24 hours roster. The security guards at the gate, stationed one at a time to check the Identity Cards of everyone entering the campus. The well built high brick walls of the campus also prevent the trespassers from entering the institute's premises day and night.

The college believes in equal development and progress of all the genders which is of utmost importance for the overall development of the institute as well as the society. Keeping that in view, the college follows its Gender Sensitization Action Plan annually and undertakes various initiatives to promote the gender equity.

The Women Cell of the college is an organization with effective vigil on the gender related issues in the college. The forum conducts periodic audit of Female Safety in the campus by way of Students survey, analyze it to recommend appropriate measure to the Governing Authority. It also regularly organizes invited talks by renowned speakers to aware about equality, human dignity, Legal Rights etc. The college conducts Gender Audit in the campus with an aim to identify gender patterns of the institutional composition and design policies accordingly.

The Women Cell of the college is the sister organization of Bodofa U. N. Brahma College Teachers' Association (BUNBCTA) working on gender issues and gender causes of the college under the supervision of BTC College Teachers Association.

The safety and security is the priority of the college and all such issues related to safety and security of the students as well as the staff of the college are addressed promptly and are solved with suitable action in timely manner.

The college has well-furnished Common Room for boys & girls. The Girls' Common Room is equipped with Study and Fitness Corner and separate washrooms. The Girls' Common room also has the Sanitary Napkin Vending Machine. The campus is under electronic surveillance with about 70 numbers of functional CCTV cameras, placed at strategic points to monitor the campus.

The college has well trained security guards in place for 24x7 strict vigil of the entry and exit of the stakeholders and visitors in the campus. The college has deputed a hostel warden. As the college has same entrance to the college campus and the Girl's hostel, so the Security guards deputed in the main entrance of the college monitor the time table of entry and exit of the boarders as well as the visitors of the boarders under the active supervision of the warden of the hostel. There is a fully functioning anti-

ragging committee in the college and regular meetings are held with the student body and necessary interventions are made to make sure that every student feels safe. Complaints if any are promptly addressed and resolved. All committees in the college have the representatives of women members to ensure gender equality.

- Annual gender sensitization in action plan
- Specific facilities provided for women in terms of:

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: C. Any 2 of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

To promote gender equity, the activity of the institution form different committees and cell:

All the cells maintain gender equity through their different activities. For example, Games and Sports, Cultural cum Extra-Curricular activities, Grievance Redressal Cell, Career and Counseling Cell, Anti Ragging and SC & ST Cell; especially for girls, there is a separate cell called 'Women's Cell' in the college. The college organises various programmes under the initiative of Women's Cell.

International women's Day was observed on 8th March 2022 in a befitting manner by organizing a seminar on the theme "Gender Equality Today for Sustainable Tomorrow" at the college premises where Mrs. Ira Mani Borah graced occasion as Resource Person. The programme was organized by Women's Cell of the college in collaboration with Ashar Rengani Sangha, Bishkhowa with which the college had signed a Memorandum of Understanding previously. There is also an annual gender sensitization action plan in the institution.

File Description	Document
Upload Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

BEST PRACTICE – I

1. **Title of the Practice: Promote and Support Students to participate in sport activities**
2. **Objectives of the Practice:** The main objective of **Promoting and Supporting Students to participate in various sport activities** are to provide basic support in order to boost up the hidden sportsmanship qualities amongst the students.
3. **The Context:** Bodofa U. N. Brahma College, Dotma launched its **Promote and Support Students to participate in sport activities** in the year 2022, to provide basic facilities to the students. It is one of such innovations of Bodofa U. N. Brahma College, Dotma which was remained an untouched area in most of the colleges of Western Assam. The executive committee

assesses and recommends the numbers of selected students for availing the scope in this field.

4. **The Practice:** Students from all background without having any discrimination of cast, creed and sex are selected to avail the scope of the practice.

5. **Evidence of Success:**

   1. Sports activities in the College Week Festival
   2. Record maintained in the games and sports
   3. Students active participation (both Male and Female)
   4. Students are provided all the basic requirements.
   5. Records of the Sports activities are maintained minutely.
   6. The college promotes the students to participate in different sport events in and outside the college that they may establish their hidden talent.

1. **Problems Encountered and Resources Required:**

   1. Shortage of fund and delinquency of the students.
   2. Needs more time to boost up all the students.

1. **Notes (Optional)**

The outcome measures of **Promote and Support Students to participate in sport activities** reflect how a little motivation and support promoting the hidden talent particularly in the field of games and sports may enliven better career opportunities for the students.

BEST PRACTICE – II

1. **Title of the Practice: Bodofa Memorial Day Festival**
2. **Objectives of the Practice:** To create awareness about library resources, facilities and services among the users and to ensure their optimum use and to organize Literacy Programmes in different occasions.
3. **Context:** On the occasion of Bodofa Memorial Day the college has been launching different programmes including literary and cultural activities with the novel idea to enhance literary activities especially in Bodo Literature.
4. **Practice:** To give an overview of the objectives of the best practice Bodofa Memorial Day Festival which highlights art, culture and literature of one of the aborigine tribes of Assam i.e Bodo community. The Bodo Department of the college along with Bodo Students' Literary Association, BUNBC organizes various literary, cultural and awareness programmes inviting different resource persons to promote and practise the Bodo language and literature.
5. **Evidence of Success:** Since long Bodofa Memorial Day has been celebrated in a colourful manner in the college. The Students Union Body and Bodo Students Literary Association of the college have been striving to establish the greatness and contribution of Bodofa (Father of the Bodos) who hailed from Dotma itself, is worshipped for his contribution to the Bodo Society. He had sacrificed his life for the downtrodden society which was abandoned since time immemorial politically, socially and economically. Each and every year the Bodofa Memorial Day is celebrated for three day long programmes by organising inter college competitions. Many delegates used to participate in the said festival in around BTR, Assam. It has been noticed that

the rate of participation as well as development in the field of literary and cultural activities are increasing day by day since the festival was launched in the institution.

6. **Problems Encountered and Resources Required:**

The major problem encounter while implementing the planning is fund and human resources. There is no auditorium in the college campus, so organizing such grand events are very challenging to meet the students need.

1. **Notes (Optional)** It is noteworthy that this practice of the institution may enhance the literary and cultural scenario of the Bodos not only in BTR region but also in entire Assam. The history and literature of the Bodos get wide exposure while such festivals are organized regularly in the college.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

As the portray of the performance of the college, Bodofa U. N. Brahma College, Dotma, NSS Unit adopted a rural village (vill- Gomabil, PS.- Dotma, Kokrajhar) which is near to the college .The main objectives of adopting the village are to provide new ideas of development to the villagers and helping them to solve various problems which would improve their living standard. NSS unit of the college cooperate with the villagers and organised various programme in the village to short out their problems. NSS Volunteers with the guidance Programme Officer proving the information about latest developments in agriculture, Nutrition, Breastfeeding, Personal hygiene, schemes for skill development, Government schemes etc. NSS & NCC Unit of the college has taken extensive awareness programmes on areas of mutual benefit to local people. The Centre organizes various awareness programmes in which opportunities are created for students to participate in them, and to develop their personality.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

Some important achievements of the college are highlighted below, College is also running 10+2 level (Arts Commerce & Science) having 444 students. The college is also running the Study Centre of Institute of Distance and Open Learning under Gauhati University in various PG Programme.

Concluding Remarks :

With consistent guidance and support of the Governing Body, Bodofa U.N. Brahma, College; the IQAC of the college has prepared the Self Study Report (SSR) for the 1st cycle. The convenors and members of various committees, heads of various departments, office staff and students of the college have extended their full cooperation and support in the successful compilation of the report.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
2.1.1	**Enrolment percentage** 2.1.1.1. **Number of students admitted year wise during last five years** Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
689	310	264	263	222

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
689	310	264	263	222

2.1.1.2. **Number of sanctioned seats year wise during last five years**
Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
500	500	500	500	500

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
705	500	500	500	500

Remark : input edited as per provided documents

2.1.2	**Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)** 2.1.2.1. *Number of actual students admitted from the reserved categories year - wise during the last five years* Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
537	272	226	215	138

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
260	185	177	185	129

2.1.2.2. **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
705	705	340	324	340

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
260	185	185	185	185

Remark : input edited as per provided documents

2.4.2	**Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

2.4.2.1. **Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
34	25	24	24	23

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
24	25	26	19	19

Remark : input edited as per provided documents

5.1.1	**Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years**

5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1474	256	270	344	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
995	256	270	344	0

Remark : input edited as per provided documents

6.3.3	**Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**
	6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**
	Answer before DVV Verification:

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
28	17	11	0	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
28	17	11	0	0

6.3.3.2. **Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
2	0	0	0	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
26	26	26	26	26

Remark : input edited as provided documents

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 50 Answer after DVV Verification : 60