



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

BINANDI CHANDRA MEDHI COLLEGE, RAMDIA

**BINANDI CHANDRA MEDHI COLLEGE RAMDIA, VILL-MAJORKURI, P.O-
RAMDIA, DIST-KAMRUP, STATE-ASSAM, PIN-781102**

781102

www.bcmcollege.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

- **Binandi Chandra Medhi College**, Ramdia (formerly known as Ramdia College) is situated at Majorkuri village of Kamrup District, Assam. It is 35 KM away from Guwahati Metropolitan city.
- The college was established on 13th August, 1992 with the objective of providing quality higher education at an affordable cost to the needy students.
- The college was started at *Ramdia Puthibharal Aru Samuhik Sanskritik Kendra* with 72 students and shifted to its present location on 30th September 1994. At present the college has around 600 students.
- The college is permanently affiliated to Gauhati university as a co-educational institution. It is included under 2(f) and 12(B) of UGC Act 1956 on 27th February, 2014. The core subjects offered by the college are Assamese, English, Education, Economics and Political Science. The college is going to introduce some vocational and certificate courses from the next academic session i.e., from 2023-24. Besides departmental library of each department, the college has a central library having around nine thousand books.
- The college has been following three year degree course with semester system since 2011. CBCS system was introduced as per the direction of Gauhati University since 2019-20.
- The college has indoor stadium, gymnasium and playground for outdoor games. These facilities are provided to the students to fulfill the dream of Honourable Prime Misnister's Fit India Movement.
- The college campus is a tobacco, plastic free zone and green campus. The social environment of the college is a very harmonious one with students from various communities and religious background study here without any kind of discrimination.
- The college has a pond where there are different types of fish are found.
- The college maintain active co-operation with parents, guardians, alumni and the well wishers. It also extends some extension activities for the welfare of the students and community throughout the year.
- The college has a museum which preserves the socio-cultural and religious heritage of greater Hajo area. it has recently started a handloom weaving centre for the students.
- The college is going to get Accrediated by NAAC for the first time and for this purpose preparations are going on.

Vision

Binandi Chandra Medhi College, Ramdia has so far been moving ahead with the primary vision of spreading knowledge and wisdom among the masses since its establishment. The college strives to promote quality education for the students by providing adequate infrastructure and other facilities so as to enable them to cope up with the challenges in the modern competitive world. In broad level, the college proceeds with the following visions-

- To become an ideal higher educational centre of the country encompassing every sphere of present day education system.
- To inculcate awareness for acquiring knowledge and degrees among students to become resourceful and develop to the fullest potential.
- To equip our future generation with the skills necessary for self reliance and competent citizenship.
- To provide quality education to enhance human values among the students.

Mission

The mission of our college is *To enrich the society through a holistic education for the students.*

Some important missions of the college are highlighted as-

- To facilitates the students belonging to the economically backward classes to cope up with the studies by providing them with books, arranging tutorial classes and by providing financial assistances.
- To start short term certificate courses for the development of the professional and entrepreneurial skills among the students.
- To equip the library with books, journals, newsletters etc. and to be promoted with well equip one with latest e-journals, e-books and e-newsletters through providing with up-to-date library facilities.
- To emphasis on building socially responsible citizens and in order to grow social responsibility among the students, various community service initiatives are undertaken.
- To grow scientific way of thinking and it strives for awareness against superstitions and un-scientific belief among the people of rural areas and to develop the people with knowledge of health and hygienic.
- To promote scholarly exchanges like interactive seminars, lecture demonstration, workshops etc. for the students and the staff.
- To promote the under graduate courses to the post graduate level in every department of the college.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Dynamic Teaching Faculty of the college
- Government funded college
- Supportive and dedicated Governing Body
- Active NCC and NSS unit
- Support from the local community
- Congenial students teachers relationship
- Centrally located safe and secure environment
- Highly qualified, experienced and dedicated faculty members
- Better co-ordination among the stake holder of the college
- Multi-layered monitoring system
- A large number of economically backward but meritorious students
- Increasing good performance of the students
- The college has a visionary management team to lead the institution towards achieving higher academic excellence.
- Departmental library including digitized central library with large number of books, journals, references etc.

Institutional Weakness

- The college is located in a rural and economically backward area of the state.
- The college has only arts stream with under graduate courses and the students aspiring for higher studies in science and commerce have no option other than going to other institution.
- Limited staff in sanctioned post is another weakness of the college.
- Lack of sufficient infrastructural facilities.
- Most of the students are from poor financial background and this affects their learning environment.
- No hostel facility for students and no residential quarter for the staff.\
- The college is located in flood affected area and during flood the academic environment is badly affected.
- The road communication of the feeder area is very deplorable.
- The college is still waiting for NAAC accreditation.

Institutional Opportunity

- The college has the opportunity to work in the field of research to promote and safeguard the cultural, archeological, natural, religious and endangered small scale and cottage industry of greater Hajo area.
- The college has the opportunity to introduce certificate/short term courses based on present digital era.
- The college has the opportunity to work in the field of developing small scale and cottage industries on the basis of local resources in an innovative way.
- The college has the opportunity to work more for expanding e-learning.
- It has the opportunity for state/foreign collaboration in the field of research and development.
- The institution has wider scope for expansion of its infrastructural facilities.
- The college has the opportunity to introduce new streams like commerce and science.
- The college has the opportunity to enrich the quality of teaching by extending facility of smart class rooms with digital and technical infrastructure.
- It has the opportunity to increase the number of book and e-resources in the departmental and the central library.
- The Governing Body has an excellent vision towards up-gradation and continuous improvement of the college.

Institutional Challenge

- Flood is the recurring problem of the surrounding area of the college due to which the development of the academic environment is hampered.
- Limited teaching and non-teaching staff in sanction post of the college due to which the college could not keep pace with the development of global educational atmosphere.
- Lack of sufficient research infrastructure is also a challenge due to which the college could not move forward properly in the sphere of research and development.
- Poor socio-economic condition of the student is another challenge of the college.
- The problem of student dropout is another major challenge of the college.
- Lack of skill based course is another challenge of the college, due to which the employability of the students reduces gradually.
- Shortage of sufficient fund is another challenge of the college. Because of which all round development of the college could not be achieved as desired.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Binandi Chandra Medhi College, Ramdia is affiliated to Gauhati University and follows the undergraduate level of curriculum of Arts stream prepared by it. The college imparts teaching to students as per the curriculum designed by the affiliating university which is based on the latest UGC guideline. The Academic Calendar Preparation committee of the college prepares the Annual Academic Calendar based on the Calendar of the Gauhati University at the beginning of every session. The calendar is prepared and published in the college website and the notice board of the college. A master class routine is also prepared by the Class Routine Preparation Committee. All the Heads of the departments distribute the courses amongst the faculty members and prepared the departmental class routine accordingly. The college takes regular feedback from its stakeholders for the better implementation of the curriculum. The HoD's monitor the implementation of the curriculum and the academic plan. Each department organizes seminars, workshops, popular lecture etc. to fulfill the mission, vision and objectives of the college. The college offers eight subjects in the BA programme including Honours and Regular. In the regular curriculum, communication skills as well as the interdisciplinary course of environmental studies have been incorporated as compulsory core courses. The educational trip is also organised by each department to develop the skills and understanding different aspects of their respective subjects. Further, the college offers remedial classes for the slow learners and debate, quiz, extempore speech etc for the advanced learners. Sessional examination is conducted as per the guideline of the parent university.

Wall magazines, college magazine, departmental magazines, news letter and so forth are published time to time for scaling up participatory learning and exposing to the creativity of the students. The faculty members are also demonstrating their creative thinking and writings through the academic publication of the college. The project works and the fieldworks are provided by the departments to amplify the creative thinking and experimental attitude of the students.

Teaching-learning and Evaluation

Binandi Chandra Medhi College, Ramdia pays active initiatives to improve the quality of the teaching-learning and evaluation process. The admission process is completely followed as per the guidelines of its parent university as well as the Government of Assam. For enrollment of students against the reserved categories the government rule is strictly followed. Special provision is also made for differently able students to have easy access to class rooms and all other necessary requirement.

The faculty members of the college take their classes regularly as per the schedule. Along with the regular classes, they also take tutorial and remedial classes for slow learners and quiz, debate, seminars, workshop, popular lecture etc. for the advanced learners. Various teaching methods like class interaction, group discussion, departmental seminars, project works and home assignment as a process of self learning has been adopted. For the effective teaching and learning some common tools like projectors, laptops, tablets etc are used. To enhance the quality of education, a number of student centric group activities, innovative and effective methods, individual guidance etc. are also included in teaching learning process. For upliftment of the career of the students, the mentor mentee system is introduced in our college.

The sectional examination of the college is conducted centrally by the examination committee as per the

schedule prepared by the Examination committee. The semester end examinations are also conducted by the exam committee of the college as per the date schedule of the affiliating university.

In terms of evaluation, the performance of the students has been evaluated through many evaluation methods like class test, group discussion, quiz, extempore speech, internal exams, assignments, viva-voce etc. The records of internal assessment of the students of each semester are kept after evaluation by each department. At present there are nineteen regular faculties in our college. Most of them use ICT for effective teaching. The average pass percentage of the college is very good.

Research, Innovations and Extension

Binandi Chandra Medhi College, Ramdia always encourages its faculty members to undertake research activities wherever possible. Research and innovation is a challenge for the college to scale high as the college has been imparting under graduate education. A good research can leave an impact on society. Though the college is under graduate level, the teachers of our institution is always trying to create a research base mind of the students through various report writings like field report, project reports etc. The college encourages its faculty members to undertake research projects, both minor and major to enhance the quality of education. Some of the teachers of our college have undergone research works for M.Phil and Ph.D. In order to encourage and familiarize research to both students and teachers, the institution organizes inter-departmental seminars, workshops, symposium etc. Keeping in mind the importance of research, some of our faculty members have been publishing research articles in various journals/books.

Innovation and extension activities are conducted in the areas by different cells/committees, NSS and NCC. Career counseling for the students, yoga, gymnasium etc. have been provided time to time. The students and teachers of the college understand the importance of community service and participates in activities that helps the society. The committees and cells of our college undertake different extension and outreach programmes such as cleanliness, plantation and other public awareness drives from time to time in every year. To improve the health, hygienic, cleanliness of the nearby society, the college has been organizing health camp and awareness programme in collaboration with various hospitals and medical agencies. The college has adopted a village named No.1 Bhelkar under Hajo Revenue circle and has been providing priority in achieving a holistic development of the village by increasing literacy rate specially women literacy rate. The college has a number of collaborations/linkages for faculty exchange, student exchange programme field trip and on the job training. The college has a few MoU with nearby colleges and other educational institutions to conduct various programmes related to students and teachers welfare.

Infrastructure and Learning Resources

Binandi Chandra Medhi College, Ramdia was started at *Ramdia Puthibharal Aru Samuhik Sanskritik Kendra* with 72 students in 1992. The college was shifted to its own campus with single room on 30th September 1994. Now the college has almost adequate infrastructure to accommodate around 800 students of undergraduate courses in Arts stream.

The college has total **9.29** acres of land (15 bighas) where the college campus is spread with **4.33acre** of land with a build up area of **2836square meters**. There are adequate number of regular class rooms, four with ICT

facility rooms, separate specious and a well accommodated indoor stadium for sports, a well equipped gymnasium, a computer lab with minimum facility, separate departmental room for each departments, laboratory for the department of education, college canteen, separate common room for boys and girls, students union room, separate wash room for boys and girls, play ground, multipurpose gymnasium, indoor stadium, college pond, museum, weaving handloom facility, medicinal and flower garden, easy access facility for physically challenged students, departmental library for each department, Departmental library with adequate numbers of books, central library and some other necessary facilities for students. The central library has specious separate reading room for teachers and students. At present the library has 8876 books including text books, references, journals and periodicals. The central library is partially digitized with Yi-Fi facility.

Students are encouraged to take part in various cultural activities and events like college week, freshman social, quiz, essay writing competition etc. The cultural functions and competitions are also held in the initiative of student union. The students also participates in the other festivals held in the locally and by other educational institutions.

The college follows the rules and regulations of the governing body for any policy making and infrastructural development. There are committees like construction committee and purchase committee to make decisions at the implementation level. The responsibility to conduct annual internal audit has been assigned to a designated CA firm.

Student Support and Progression

Binandi Chandra Medhi College, Ramdia is committed towards students progression and extends all support for their development. It has varied units for students like NSS, NCC, Placement, Carrier Counseling and Guidance cell, Anti-ragging, Grievance and Redressed cell, Anti sexual harassment committee, SC, ST, OBC and minority cell and Internal Compliant Committee. There has never been any complaint against ragging and sexual harassment in the college till date. Minor cases have been settled by the anti-ragging, grievance and redressed cell, anti sexual harassment committee and Internal Compliant Committee. The whole campus of the college is under CCTV surveillance.

Apart from the scholarship provided by the Government, the college has been providing free ships to the students belonging to BPL category under Assam Government Scheme. Some teachers also provide financial supports to the students as per their capacity. The college provides remedial classes for the slow learners in order to bring improvement in their academic performance at the same time for advance learner various programmes like Quiz, Extempore Speech, Debate etc are conducted. Awareness programmes on health and hygienic has been organize by the various departments and committees of the college for the students and the feeder villages. To maintain physical fitness of the students, various sports equipments and gymnasium equipments are provided. The Students are also included in different committees and cells to involve them in corporate activities. The college has an active alumni association. The active participation of the alumni association of the college is also an indication of a strong bond between the alumni and the college.

Governance, Leadership and Management

Transparent and democratic decision making process is maintained in the college. The Governing Body of the college is the authority for internal management and decision making. The management of the college is highly decentralized and democratic in its approach. It has a well defined quality policy and action plan. The principal

of the college plays an important role in designing and implementation of plan and policies of the college. He sets internal policies and programmes of the college with the association of IQAC co-coordinator, Heads of various departments, conveners of different cells and committees, librarian senior members of the non-teaching staff. The IQAC of the college functions as a key commander in monitoring various activities and co-ordinating the diverse stakeholders. The college has a master plan that provides direction for future infrastructure and academic development. Students feedback on teachers is maintained to ensure teachers accountability towards students. The budget allocation to the college is made by the government of Assam. The financial management is assisted by DDO and the accountant of the college. The departmental expenditure is disbursed by the Principal in consonance with the departmental Heads, decided in the meeting with regards to purchasing books, equipments and other necessary expenditure. The college has introduced e-governance in admission, examination and in finance. The responsibility to conduct the annual internal auditing has been assigned by a designated CA firm.

The institution follows all the rules and guidelines of affiliating university, UGC and state Government for employment, admission, utilization of funds, maintaining discipline and overall management. The college depends on the state government funds and on UGC grants for infrastructural development. The Internal Quality Assurance Cell (IQAC) of the college is very active and has contributed significantly for institutionalizing the quality assurance strategies and processes. Examination committee takes care of all the internal assessment and end semester examinations. The library committee ensures the procurement of books and other materials from time to time.

Institutional Values and Best Practices

Binandi Chandra Medhi College, prefers community services which is considered as a noble service towards humanity. Several activities such as cleanliness, plantation, awareness campaigns etc. are conducted for the benefit of the society and at the same time teaching the importance of doing such things for the students. Promoting reading habit among the students as well as the community members through various library related programmes is one of the best practices of the college. The college imparts library orientation programmes to encourage students to explore library, read more books, enhances their level of knowledge etc. Book exhibition programmes is organized by the central library to encourage the students for enhancing the reading habits of the students. To enhance the reading habit of the community people, specially senior citizens of the locality, the senior citizen forum is formed. The members of the senior citizen used the library frequently and extend their valuable suggestions for development of the library.

Extension services conducted by our fraternity to prevent child marriage, increase literacy rate among the girl child, stop child labour, prevention of superstition and various awareness programmes are conducted in the adopted as well as feeder villages of the college is another best practice.

The college has taken a number of green practices to keep the campus Waste Free Campus, Pollution Free and Plastic Free. Plantation programmes are also undertaken from time to time. The college has taken initiatives to make familiar the concept of gender equality among the students by providing equal opportunity for the students of both genders and encouraging them to take part in various programmes and to participate in the students' union election as well.

The college has done its Environment and Energy Audit, Green Audit, Academic and Administrative Audit for its self analysis and development. The college has preserved ancient, traditional, socio-cultural and religious heritage of greater Hajo area. Considering the vast prospect of the traditional skill of the local women in

handloom and textile, the college has already started a production centre of handloom and textile to provide basic skills to become an entrepreneur.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	BINANDI CHANDRA MEDHI COLLEGE, RAMDIA
Address	BINANDI CHANDRA MEDHI COLLEGE RAMDIA, VILL-MAJORKURI, P.O-RAMDIA, DIST-KAMRUP, STATE-ASSAM, PIN-781102
City	HAJO
State	Assam
Pin	781102
Website	www.bcmcollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Ashit Kumar Paul	091-9435420891	8638108705	-	collegebcm@gmail.com
IQAC / CIQA coordinator	Shahidul Islam	-	9957017062	-	iqacbcmc@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 minority institution	No

Establishment Details	
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State	University name	Document
Assam	Gauhati University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	27-02-2014	View Document
12B of UGC	27-02-2014	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	BINANDI CHANDRA MEDHI COLLEGE RAMDIA, VILL-MAJORKURI, P.O-RAMDIA, DIST-KAMRUP, STATE-ASSAM, PIN-781102	Rural	4.959	2836

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	Assamese	30	18
UG	BA,Assamese	36	HS	Assamese	200	177
UG	BA,Assamese	36	HS	Assamese	30	6
UG	BA,English	36	HS	English	200	109
UG	BA,English	36	HS	English	20	5
UG	BA,Economics	36	HS	English + Assamese	20	2
UG	BA,Economics	36	HS	English + Assamese	30	4
UG	BA,Education	36	HS	English + Assamese	30	16
UG	BA,Education	36	HS	English + Assamese	120	96
UG	BA,Political Science	36	HS	English + Assamese	30	27
UG	BA,Political Science	36	HS	English + Assamese	120	94
UG	BA,Arabic	36	HS	English + Assamese	60	43
UG	BA,History	36	HS	English + Assamese	40	38
UG	BA,Mathematics	36	HS	English + Assamese	30	5

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				18			
Recruited	0	0	0	0	0	0	0	0	10	7	0	17
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				2			
Recruited	0	0	0	0	0	0	0	0	2	0	0	2
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				13
Recruited	7	4	0	11
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
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/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	4	0	6
M.Phil.	0	0	0	0	0	0	4	3	0	7
PG	0	0	0	0	0	0	12	7	0	19
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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	0	0	0	0
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		Total
	0	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	278	0	0	0	278
	Female	266	0	0	0	266
	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	10	8	6	5
	Female	7	7	6	9
	Others	0	0	0	0
ST	Male	3	0	0	0
	Female	0	1	0	1
	Others	0	0	0	0
OBC	Male	13	5	19	15
	Female	7	5	12	17
	Others	0	0	0	0
General	Male	288	258	253	269
	Female	253	220	238	288
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		581	504	534	604

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The college has no any distance learning programme till date. But we are having plan to introduce distance learning programme from the coming academic session. We have already discussed with the authority
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	<p>of the study centre IDOL (Institute of Distance and Open Learning, Gauhati University) for opening some Distance programme from the next academic session. We have also plan to introduce some online courses conducted under MOOC and SWAYAM portal. It is also mentioned that during Covid-19 pandemic, our college switched over to virtual mode of teaching through different applications like Google Meet, Zoom, whatsApp etc. Once the NEP is implemented in Assam, we will ensure smooth functioning of Distance and Online education as recommended by the policy framers of NEP-2020.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>The college is not registered under Academic Bank of Credit but we are ready to do so as soon as our parent university provides such facility. The academic bank of credit depends upon the guidelines of the parent University and Higher Education Department, Government of Assam. For the ABC, the college is to established a digital store of database where the academic credits of the students earn from various courses are kept. For monitoring ABC, trained technical support will be created.</p>
<p>3. Skill development:</p>	<p>Our parent University has already included various Skill based courses in UG level since the introduction of CBCS courses i.e, 2019. The college has plan to introduce more skill and job oriented courses. We are going to make compulsory skill based course for each and every student who admit in the college from the next session.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>In terms of better communication, the students are taught in both English medium in the classes except Assamese courses. The college ensures appropriate integration of Indian Knowledge System by offering MIL (Modern Indian Languages) subjects and core courses as per CBCS system introduced by the parent University. Language like Assamese and English is offered to the students as core subjects along with generic electives and skilled subjects. More importance is given on teaching through Mother Tongue. The courses like Political Science, Education, Economics, History, Mathematics and Arabic is taught in both Assamese and English medium. The Medium of instruction in English Honours and Regular courses is English. During Covid -19 period, the courses are taught through online mode where mostly medium of instruction was</p>

	English.
5. Focus on Outcome based education (OBE):	Our college offers single stream i.e., Arts stream with number of courses. After completion of their courses, the students are expected to appear before any competitive exam and facing interview for job and go for higher studies of their choice. The primary focus of the proposed OBE system will be on various skill based courses. To meet the NEP, the college has plan to implement interdisciplinary programmed and inter departmental programmed focusing on Outcome Based Education.
6. Distance education/online education:	The college has no any distance learning programme till date. But we are having plan to introduce distance learning programme from the coming academic session. We have already discussed with the authority of the study centre IDOL (Institute of Distance and Open Learning, Gauhati University) for opening some Distance programme from the next academic session. We have also plan to introduce some online courses conducted under MOOC and SWAYAM portal. It is also mentioned that during Covid-19 pandemic, our college switched over to virtual mode of teaching through different applications like Google Meet, Zoom, whatsApp etc. Once the NEP is implemented in Assam, we will ensure smooth functioning of Distance and Online education as recommended by the policy framers of NEP-2020.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, the college has enrolled Electoral Literacy Club on 10/12/21
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?	Yes, the Electoral Literacy Club of the college is fully functional with Saidur Rahman, Asstt. Prof of the college as the Convenor. Nabab Ali, a student of the college is functioning as Student co-ordinator and Manisha Majumdar and Darpana Choudhury both Asstt. Prof of the college is functioning as co-ordinating faculty of the ELC.
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	The Electoral Literacy Club has undertaken different programmes and initiatives like- i. Slogan Contest relating to National Voters Awareness Programme held on 12th March 2022 ii. Poster Making Contest

<p>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.</p>	<p>relating to National Voters Awareness Programme held on 14th March 2022 iii. Awareness Programme on National Voters’ Day held on 25/01/2023 iv. Oath taking Programme held on 25th January, on the Theme “Nothing Like Voting and Vote for Sure”.</p>
<p>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.</p>	<p>The Electoral Literacy Club of the college has conducted a few awareness drive. They are- i. Slogan Contest relating to National Voters Awareness Programme ii. Poster Making Contest relating to National Voters Awareness Programme iii. Awareness Programme on National Voters’ day held on 25/01/2023 iv. Oath taking Programme, on the Theme “Nothing Like Voting and Vote for Sure.</p>
<p>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.</p>	<p>Electoral Literacy Club of the college, with the help of local Gao Ponchayat conducted a two days voters registration drive at the college campus.</p>

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
581	504	534	604	689

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

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

Response: 20

File Description	Document
Upload Supporting Document	View Document
Institutional data in 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
19	19	19	19	20

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
8.17	7.40	61.33	4.81	16.20

File Description	Document
Upload Supporting Document	View Document

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:

Binandi Chandra Medhi College, Ramdia follows a well defined systematic path way for the curriculum planning and implementation with the aids of various tools. The college has constituted various committees for performing different acts and plan for fulfilling the needs of enriching educational environment. The Class Routine Committee constituted by Principal along with the Academic In-charge of the college to prepare Class Routine before the beginning of the academic Session and is entrusted with the task of allocation of appropriate classroom for various subjects. Each and every faculty members maintained a booklet of Lesson Plan cum record of classes department wise which is an authentic record of all the classes taken by the faculty members. The fundamental characteristic of this arrangement is that there are separate class register for every semester. After completion of the syllabus, one third of the students are required to certify that the syllabus of the respective paper has been entirely covered by the respective teachers. In addition to this, for monitoring and record keeping, HoD diary is being provided to the HoD for day to day departmental affairs. Departmental advisory committee meeting are convened by the Heads of the departments at regular intervals for making various decisions such as course distribution among faculty members before commencement of academic session, assessment of syllabus completion status by the individual faculty members as well as for planning other academic activities like holding of Student Exchange Programmes, seminars, workshops, fieldworks, class tests, allotment of assignment etc. All the classes are followed strictly the schedule of central routine prepared by Routine Committee. In subjects where fieldworks or institutional visits are mandatory and part of the syllabus, the Heads of the departments either allocate to any teacher or by self to conduct field study for the students. After field study each students are asked to submit the report whatever they have got from the field study within the stipulated period so that they can gather knowledge from field study. All the reports are evaluated by the teachers and after evaluation, except a few excellent reports almost all the reports are returned to the students due to the shortage of space in the departments. Students are also made to deliver seminars on topics allotted by the department on the basis of their respective syllabus. Some department also conduct some programmes like Quiz, Extempore speech, Debate etc. an interval period to increase the knowledge of the students. The Internal Assessment marks of the students are allotted on the basis of different parameters like regular attendance in the class, students performing in the Seminar, Workshop, Home assignment, class concentration etc. All the events are conducted as per Institutional Academic Calendar prepared by the Academic Calendar Preparation Committee. The departments always keep active cooperation with the students for their Academic Excellency. In this regard, students mentoring system is introduced in the College.

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

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response:

File Description	Document
Institutional data in the prescribed format	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response:

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the 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 in transacting the Curriculum

Response:

The college has always been sensible towards gender issues, human values, environment and sustainability in to the curriculum. Being an affiliated college, the curriculum of Gauhati University is followed in the institution and it integrates, to some extent all the above crosscutting issues by conducting different programmes and activities.

Gender Sensitivity:

The Women cell of our college celebrates International Women's Day each year in the college as well as in the feeder schools areas. This day is observed in different ways like the popular lecture programmes, awareness programme related to women literacy, early child marriage, prevention of child labour, women empowerment, health and hygienic of women etc. Our parent University has also included some topics related to gender sensitivity in the syllabus of different courses like Gender Disparity, Women Empowerment, Women Literacy, Women Writings in English etc.

Professional Ethics:

Political Science, Education, English and Economics and other social science subjects have included some Professional Ethics in the syllabus under our parent Gauhati University. The topics like Political Parties and Professional ethics, Importance of voting in democracy, Principles of Quality Control, Conduct in Workplace, Work Culture, 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.

International Yoga Day:

The Prime Minister of India Sri Narendra Modi appealed international community regarding observation of Yoga day internationally and recognizing the universal appeal, on 11th December 2014, the United Nations proclaimed 21st June as the International Day of Yoga. Since that year, the NSS unit of the college has been observing International Yoga day every year. This day is observed by inviting Yoga expert, Physical instructor to teach the tips how to maintain good health, awareness of health issues etc to the students. The NCC unit of the college also conducts Yoga programmes very often. The parent university of the college also included some topics in the syllabus in under graduate courses like contribution of Yoga in stress management, Yoga and physical fitness etc.

Environment and Sustainability:

The college runs a compulsory paper for all students called Environmental Studies in the 2nd semester, which deals with environment protection sustainability as per the instruction of the parent university. Besides this the field study, project work of the students are done for giving the students about the knowledge of environment and how to preserve them.

Human Values:

The college is sensible towards human values and the students are taught various issues in respect of this. Topics such as National Integration, Democratic Ethics, Social Relationship, Value and Peace education, Human rights education, Moral and Spiritual education etc. are taught in Political science, Economics,

Education, History etc.

Besides, Independence day, Free Health Check up Camp, Swachh Bharat Abhiyan, Awareness Programme about Covid-19, Ak Bharat Swachh Bharat etc. are also conducted by NSS Unit of the college.

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

1.3.2

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

Response:

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

Response: 302

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

Response:

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response:

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2021-22	2020-21	2019-20	2018-19	2017-18
264	180	214	220	267

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
330	330	290	290	290

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response:

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2021-22	2020-21	2019-20	2018-19	2017-18
50	31	38	10	23

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
165	165	145	145	145

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

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

Response:

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

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

Experimental Learning:

Endeavour is made to make teaching–learning a two way process by setting up ICT–enabled classrooms. This facility is used for organizing student seminars, lectures, and popular talks for the students. Occasional guest lectures by renowned subject experts from various disciplines and academia are organized from time to time to provide knowledge to the students beyond the prescribed syllabus of the different courses. Moreover teachers exchange programmes are also conducted for the students time to time.

..

Participative Learning:

Student participation in different field like departmental student Seminars, Group discussions, Project works, Home Assignments, Field works, Field surveys and visits to renowned institutions, are encouraged for acquiring knowledge. The students are encouraged to present different topics through power point presentation which is an essential part of present day learning system. They are also encouraged to write report on various topics related to present world issues. Moreover, the students are encouraged to use modern technologies like Google workspace, E-mail, Google class room and other types of virtual methods.

Field visits/ Excursions are carried out in different parts of Assam (Chandubi Lake, Pobitara wild life Sanctuary, Surjya Pahar, Madan Kamdev, Kedar Mandir, madhab Mandir, Poa-mecca, Dol Govinda etc.), north-east India and also in other parts of India like Kolkata, Delhi, Rajasthan etc. Participation in such activities not only leads to subjective knowledge gain, but also helps the students in learning other life-skills exposure.

The college has taken up many activities and camps under the National Service Scheme (NSS) including yoga camps in our college and also at other platforms. Besides cultural events and competition, departmental wall magazines add to the participative learning of the students. Some departments also

organize institutional level programmes like International Mother Language day, International women's day, International Literacy Day Constitution Day etc. Students also participate in Annual College Week, Inter-College Youth Festival and other programmes in our institution as well as other institution also

Problem Solving Methodologies:

To enhance the problem solving capacity of the students different programmes are conducted in our institution like Quiz competition, Debate competition, Extempore Speech, etc. Special initiative also taken to motivate students towards creative writing and literacy works through the annual magazine, wall magazine, Departmental Magazine, Spot poem writing competition etc. They are also encourage to participate in the cultural procession in various themes and create a participative learning environment in the institution. To create the environmental awareness among the student, they are also encouraged to participate different types of awareness programme like tree plantation, Swacha Bharat Mission, Plastic free awareness drive etc.

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:

2.4.1.1 Number of sanctioned posts year wise during the last five years

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

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

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

Response:

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
11	10	9	9	8

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	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:

Binandi Chandra Medhi College, Ramdia is affiliated under Gauhati University and follows all the rules and guidelines formulated by the university. So, as an affiliated college, we have limited space for formulating a continuous evaluation system of its own. In the beginning of every academic session, students are informed about the continuous internal evaluation process of our institution. The syllabus for the internal assessment is communicated to the students in advance by the departmental teachers. The internal assessment of the college is conducted centrally by the examination committee formed by the principal. The examination schedule is prepared by examination committee and students are communicated through the departmental as well as general notice board. Moreover, the examination schedule is also circulated through the WhatsApp group of the students created by the departments. The question papers are prepared by the departments and for the same special notice is circulated to the teaching faculty by the examination In-charge. The prepared question papers are submitted to the Examination In-charge through the HoD of each department. The said examination is supervised by the faculty members who are assigned by the examination in-charge. After examination, the answer scripts are evaluated by the departmental teachers. The answer scripts are discussed with the students after evaluation for identifying the weakness of the students. Further the scripts are preserved for submission to the University on demand.

For External Examination, our parent University circulates the examination schedule well advance before the examination. For the smooth conduct of the examination, one or two Assistant Examination In-charge is appointed by the Principal and the overall examination process is looked after by the Examination committee. After examination of each paper, the same is sent to the Examination Zones assigned by the University. The answer scripts of the External Examination are evaluated by the departmental teachers and the records of marks including answer scripts are sent to the Zonal offices assigned by the university.

The rules and regulations of the internal and the external examinations are displayed in the notice board as well as examination schedule. Full marks and time duration of the examination are also printed in the question papers of both the examinations.

In order to maintain transparency and accountability in the evaluation process, the evaluated answer scripts of the internal examinations are shown to the students and for the external examination's answer scripts, if any student is not satisfied then ha/she can claim for re-evaluation of the answer script through proper procedure assigned by the university. Discrepancies, if any, in the evaluation is brought to the notice of the departmental teachers for internal examination and to the university for external examination. Any grievance related to internal examinations are handed and resolved immediately by the respective HoD and teachers of the department concerned.

The college maintains Grievance Redressed Mechanism through departmental, institutional as well as University level. If any student has any grievance then he/she can communicate at first to the department, then institution level and finally to the university level.

File Description	Document
Upload Additional information	View Document
Provide Link for 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

Response:

Programme Outcomes (POs)

Binandi Chandra Medhi College, Ramdia follows the programmes and curriculum designed by the parent university i.e., Gauhati University. The college offers 14 programmes in Arts stream. They are BA Assamese (Honours), BA English (Honours), BA Economics (Honours), BA Education (Honours), BA Political Science (Honours), BA Assamese MIL, BA Elective Assamese, BA English, BA Economics, BA Education, BA Political Science, BA Arabic, BA History, and BA Mathematics. The learning outcome of the programs are stated and published by the university in the official website. The attainment level of the programme outcome is assessed based on students' performance in the final examination as well as on three other parameters eg. Knowledge, Skill and Attitude. The progression of students into higher education, placement in government sector, private sector or any other agencies and establishment, self employed etc. are considered as benchmarks for assessing the attainment level of the respective programme outcomes.

Course Outcomes (COs)

In 2019, Gauhati University introduces CBCS system with effect from the session 2019-2020 and with this outcome based education is initiated in the college in proper manner. The outcome of the courses offered to the students' are-

- By completion of Assamese course, students get a grip on the history of Assamese literature, grammatical construction, folk literature and culture, society and religious traditions of Assam etc.

- A student can get proficiency in academic and business writing, develop his/her ability to write summary, abstract, reviews, reports, serener presentations, applications etc., after completion of the course in English.
- After completion of the course in Economics, the students are able to gather knowledge on history of economics, concepts of economic aspects like supply, demand, prices, consumption, etc.
- After completion of the course in History, a student enables to explore and effectively use historical tools in re-constructing the ancient civilization, cultural, social and political evaluation in the world.
- After completion in the course in Political science, a student understands the concept of democracy, liberty, justice, sovereignty, human history etc.
- A student of Education knows about education system, educational politics, period of adolescence and adulthood, psychology, statistics etc. after completion of the course in Education.
- A student of Mathematics enables to know about create mathematical ideas from basic axioms, communicate mathematics effectively by oral, written, computational and graphic means etc. after completion of the course in mathematics.
- After completion of the course in Arabic a student get knowledge of Arabian history, Arabian culture as well as the religious culture of Islam, Impact of Islamic law towards Muslim community throughout the country as well as the world.

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

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Our College offers 14 number of courses. All programmes possess their own learning outcomes. The college has adopted its own mechanism based on direct and indirect tools to assess the attainment of POs as well as COs.

Programme Outcomes (POs)

The college follows the programmes and curriculum designed by the affiliating University. The learning outcome of the students in the respective programs are prescribed in the syllabus and published

by the university. The attainment level of the programme outcome is assessed based on students' performance in the final examination. The programme outcomes of the students are measured by the progression of higher studies, placement in different sectors etc. There are large number of students in different programmes who passed out has already admitted in higher studies and a number of students also engaged in different jobs in both public and private sectors. A few number of students got self employed.

The Programme Outcomes of the students of last academic session

Name of the Programme	Outcomes		
	Higher Education	Job (Govt/Private)	Self Employed
English	80%	20%	--
Assamese	17%	25%	58%
Education	--	--	100%
Political Science	--	--	100%
Economics	--	50%	50%

Course Outcomes (COs)

The course outcome is assigned by our affiliated university so we cannot specify from our side. Course outcomes are defined and explained to the students at the beginning of every session. The conduct of classes is planned at the beginning of each semester. Teaching plans are framed for every subject and fixed time frames are established for the completion of course in accordance with the academic calendar with the affiliating university. The teachers employed different approaches such as class test, assignment, presentations, etc. for ensuring the attainment of course outcomes.

The programme outcomes and the course outcomes of the college is highlighted as –

- A student of Assamese get a grip on the history of Assamese literature, grammatical construction, folk literature and culture, society and religious traditions of Assam etc. by studying it.
- A student can get proficiency in academic and business writing, develop his/her ability to write summary, abstract, reviews, reports, presentations, applications etc. after thorough study of

English.

- A student of Economics, able to gather knowledge on history of economics, concepts of economic aspects like supply, demand, prices, consumption, price rise etc.
- A student after studying History enables to explore and effectively use historical tools in re-constructing the ancient civilization, cultural, social and political evaluation throughout the world.
- A student of Political Science understands the concept of democracy, liberty, justice, sovereignty, human history fundamental rights etc.
- A student of Education knows about education system, educational politics, period of adolescence and adulthood, psychology, statistics etc. by studying Education.
- Studying Mathematics a student enables to know about create mathematical ideas from basic axioms, communicate mathematics effectively by oral, written, computational and graphic means etc.
- A student of Arabic get knowledge of Arabian history, Arabian culture as well as the religious culture of Islam, Impact of Islamic law etc.

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

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response:

2.6.3.1 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
124	72	115	150	133

2.6.3.2 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
146	134	159	172	193

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	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:

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments 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, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Binandi Chandra Medhi College, Ramdia is a rural based college where hundred percent students come from rural areas. The student community of the college comprised of the members from rural areas having family background of several activities like agriculture, floriculture, handloom weaving, porter, blacksmith etc. They have own innovative ideas related to their own field. Students from rural background learn the innovative ideas from their parents hereditarily. With a view to systematize the efforts to nurture the innovative ideas and entrepreneurship ability of the students, the college has initiated steps to create an innovation and Incubation Ecosystem.

Our institution 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 objectives of these programme is to develop a mind set to extend a helping hand to the needy ones.

Intellectual Property right Cell of Binandi Chandra Medhi College, Ramdia is formed to function on intellectual property right related matters. This Cell aims to create awareness on the intellectual property right among the students and the staff of the institution.

Indian government has revised the National IPR policy in May 2016. Along with teaching and extension activities on educational institution need to encourage creativity, research and provide conducive environment. Intellectual Property Rights shall include trademarks, copy rights and other species like computer software.

Objectives of IPR Cell

- To create awareness and advocate on IPR among staff and students of the college.
- To advice and guide faculty and students on the importance of IPR
- To conduct workshops, activities and training programme on IPR
- To provide guidance on applicable laws and regulations regarding IPR.

Activities of IPR Cell

The IPR Cell of the college organized a few awareness programmes with the help of Experts to spread the knowledge about IPR among the students and the staff. The students get basic knowledge about the IPR through the programmes.

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

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
6	1	3	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:

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
3	2	06	01	0

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	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:

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
16	04	12	10	18

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities**3.4.1**

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Our college always tries to develop the holistic mindset of the students by providing facility to participate in various extension activities. The college always encourages the students to involve in different extension activities so that they can develop themselves as well as society. The aims of the extension activities is to improve the learners in the learning activities which have the visible element for developing sensitivities towards community issues, gender disparities, sexual inequalities etc. to inculcate the interest about the social issues and to improve the capabilities of the students, various units and cells like NSS, NCC, Women Cell, Eco Club, Anti-ragging Grievance and Redressed cell, IPR Cell

etc. are set up in the college. In order to sensitize the students to social issues various extensional activities are conducted by the cells and departments of the college.

Local Community Service:

With a view to help the people in general, the college has conducted various programmes such as

- General Health Check Up Camp
- Swacha Bharat Abhiyan
- Free Coaching for TET Entrance
- Educational and Economic Survey to Malidapara Village
- A Survey programme of Economic Status of the people engaged in Black Smith
- Socio-Economic and Educational Aspects of Physically Challenged Students
- Field Survey on Socio-Economic Condition of Char areas
- Awareness programme on women literacy rate
- Financial Aid to the Physically Challenged Students' Institution
- Financial assistance for medical treatment

Flood Relief Activity:

Our college has initiated the following activities to the flood victims.

- Flood Relief Materials are distributed among flood victims
- Health awareness camp for the flood victims

Conservation of Environment:

The college has initiated following programmes for conservation of environment in the locality

- Celebration of World environment day within and outside the college campus
- Sapling Plantation
- Swacha Bharat Abhiyan

Women Empowerment:

The college has initiated the following programmes to empower the women

- International Women's day celebration within and outside the college campus
- Women empowerment programme
- Awareness Programme on Women Literacy rate, Child Labour, Health and Hygiene etc.

Covid -19 Awareness Programme

The college has conducted the following programmes related to covid19 pandemic

- Awareness programme on Covid-19
- Mask and Sanitizer distribution
- College campus sanitization programme

Village adoption:

Our college adopted a backward village named No.1 Bhelkar, under Hajo circle, Kamrup district which is about ten kilometer away from the village. The village has 593 household with total 2879 population. All the people of the village belong to minority community and they are socio-economically backward. The faculty members of the college organize various awareness programmes in that village regarding improvement of literacy rate, health and hygiene, environment protection etc. as per our knowledge, the child literacy rate of the village is gradually increasing.

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

3.4.2

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

Response:

All Assam Cultural Unity Union (AACCU) organized the NEBCUS Media Awards in every year. It is an honour for the contribution to the North East in the field of Culture Literature Music and so on. Media Awards 2018, as the Best literary Activities (Shrestha Sahitya Karmee) is awarded to Dr. Mukut Pathak, Assistant Professor in the Department of Assamese of Binandi Chandra Medhi Colleghe, Ramdia for his literary activities.

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

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
11	0	05	04	06

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	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:

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Binandi Chandra Medhi College, Ramdia is situated in rural area under Hajo revenue circle of Kamrup, Assam. The college has adequate number of class rooms, laboratory, and computer lab for providing a fruitful teaching learning environment. The basic facilities of class rooms, laboratory, computer lab and ICT enabled class rooms are as follows-

Classroom Facilities

- There are total Nine class rooms out of which four ICT enabled class rooms with projectors.
- All the class rooms are sufficiently spacious, hygienic, well ventilated and equipped with sufficient green board and furniture.
- All the departments are organized with separate rooms for the faculty members with reading friendly environment.
- CCTVs are installed in and around the campus.

Laboratory Facilities

- Department of Education maintains a well equipped laboratory having all necessary requirements.

Computers Facilities

- There are total 15 (fifteen) Computers in the college out of which 7 (seven) computers are used for Academic purposes and others are used for official purpose..
- One server for proper functioning of the administrative activities and library software.

Sports Facilities

The college provides adequate sports facilities for the physical fitness of the students and staff. The games and sports facilities are looked after by a game in-charge including the game secretary of the student union. Annual college week is organized every year in which various sports competitions, cultural activities and competitions are conducted. The sports facilities are:

- The college has a spacious play ground for outdoor games
- The college has an indoor stadium for conducting indoor sports
- There are sports items, sport wear and kits for player.

Gymnasium Hall

Our institution provides a well equipped gymnasium for the physical well being of the students. It is constituted with various modern equipments like Multi Gym 6 station, Weight Lifting Rods, Treadmills Flat Bench, Push up Grip etc.

Facilities for Cultural Activities

Our college encourages cultural activities among the students. The cultural activities are run through a Teacher Cultural In-charge and cultural Secretary of the Student Union Body. A number of classical cultural instruments are available in college.

Other Facilities

- Separate rooms are allotted to NSS, NCC, IQAC, Alumni's room Handloom operating room and Museum.
- Separate room is allotted for computer lab.
- Separate room is allotted for confidential activities of Examination.
- Ramps for the benefit of the differently able individuals.
- Canteen service for the staff and students having adequate amenities.
- Filter and aqua guard for providing pure drinking water in the campus.
- Separate washrooms for boys and girls.
- Separate common rooms for boys and girls with required facilities.
- There is a garden of Medicinal plants and flowers.
- One museum which preserves cultural, religious and socio-economic heritages of Hajo and Ramdia.
- Inverter facilities in all the rooms to supply power.
- Wash room facilities are available in all the blocks separately for gents and ladies staff.

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

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response:

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise

during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
3.98	0.09	54.95	3.66	14.34

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource**4.2.1**

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Central Library of Binandi Chandra Medhi College, Ramdia is situated at the college campus in two Assam Type Rooms. One room is for librarian and the other is for book stack and reading room. The area of the rooms is about 334sq metres. The central library has 8877 numbers of books, 337 numbers periodicals and 50 numbers of journals. The library is partially automated with the latest library management software solution KOHA. Initiation is going on to convert it fully automated with E-Resource corner.

- Name of the ILMS Software: KOHA
- Nature of Automation: Partial
- Server Version: 3.44.0 for GNOME 42
- Year of automation: 2022
- Library Link: <http://bcmcollege.dspace.library.in:8080/jspui/>

Features of KOHA:

- KOHA is a web OPAC integrated library system (ILS)
- KOHA at Binandi Chandra Medhi College Library offers 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 check out infrastructure are based on updated technology.

Library Sections:

- Both Text and Reference books is collected subject wise and kept by using Dewey Decimal Classification method.
- The library have a periodical section including Newspaper reading facility
- Reprography section-print, photocopy and scan
- Reading facility for students and the staff separately

Library Services:

- The Library has open access system for all readers.
- Proper issue/return system is maintained
- Subscription of printed journals and process of online subscription is going on
- Process of E-book access for all users is also going on
- The Library has recently registered with the National Digital Library and N-List.
- Library Awareness programmes for new library members
- Pure drinking water facility including CCTV surveillance for security reinforcement of the college library.

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

4.3 IT Infrastructure

4.3.1

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

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Our institution has been trying to integrated latest IT methods and aiming to complete automation of the regular activities of the campus. Admission, Administration and Academic process are integrated with IT to make the process convenient and transparent. Though, due to lack of service provider the condition of internet facility is very poor. To update IT facilities the following steps are initiated-

- The college has deal with Kareng Technologies and Technowell Services Pvt. Ltd. for up gradation of IT facilities in the campus.
- The IT infrastructure of the institution comprises 15 computers linked with Wi-Fi
- The college has developed a portal for online admission.
- The college has a dedicated server. The Central Library of the college has digitized and it is automated with KOHA software with cloud server facility.
- The Library has recently registered under NDLI and N-List for subscription of E-journals, E-books.
- The Institution has a dynamic Website where we update our day to day activities
- Streaming off important events in social media
- Facial biometric for teaching and non-teaching staff of the college.
- The college campus has been covered by CCTV surveillance in 24 x 7
- As an affiliated college under Gauhati University, the college uses online form fill up portal extensively for the benefit of the students.
- A few class rooms are facilitated with projectors.
- The college library is facilitated with Yi-Fi facilities

As mentioned earlier, there is no service provider of internet facility in the locality of college area, so updation available internet bandwidth is not possible for our college. We are trying and eagerly communicating various agencies of internet service provider like BSNL, AIRTALE, JIO etc. to provide the facility of internet in our locality. At present we are using mobile internet or by using modem we get internet facility where the speed of internet is very low.

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

4.3.2**Student – Computer ratio (Data for the latest completed academic year)****Response:****4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

Response: 07

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

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

Response:

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
4.16	7.09	6.35	1.14	1.84

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	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 institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response:

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
540	504	437	553	453

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

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

Response:

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	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:

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	212	64

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

5.1.4

The institution adopts the following for 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:

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	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:

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
15	12	12	8	14

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
124	72	115	150	133

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response:

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2021-22	2020-21	2019-20	2018-19	2017-18
01	02	0	03	01

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	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:

5.3.1.1 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
0	0	0	0	0

File Description

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:

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
03	03	04	02	03

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:

Binandi Chandra Medhi College, Ramdia has an Alumni Association whose registration process is going on and very soon it will be registered. The Association significantly contributes to the development of the institution through the financial and other services. The Alumni Association was established in the year 2016 and hope it will be registered within May, 2023. The Association organized a Grand Alumni Meet in 2017 in which the then Education Minister of Assam Mr. Siddharatha Bhattacharya was attended as chief guest. In that programme, a cultural procession was also held. In 2018, the association arranged awareness programme against Drugs and Gutkha. Teachers Day, Shilpi Divas, Rabha Divas were also celebrated by the association. In 2019, fertilizers and seeds of vegetables were distributed among the poor farmers. During COVID-19 that is in 2020 and 2021, the association arranged awareness programme, distributed food materials and sanitizers among the people. During flood specially, in 2022, the Association helped the people by providing food and cloths. They also donated some furniture and other essential materials for the welfare of the college. They also arranged awareness programmes to prevent Covid-19. The most important work from the part of Alumni association is to distribute books for the needy students and Fertilizer, Seeds, Pesticides among the poor farmers. The Association organized a free Coaching programme for the SLRC appearing candidates honorary in the college premises. The special highlight of the said programme is that a few Alumni became the Resource Person in the programme.

The key functions of the Alumni are -

- The Association organizes its meeting annually within the campus.
- A Book and Toy Donation Drive was also initiated by the Alumni Association in 2022 under the direction of D.C. Kamrup.
- Another key characteristic of the Alumni Association is to distribute Books among the poor and needy students of the locality.
- Drugs and *Gutkha* are destroying the youths. The Association has been arranging different awareness programme related this to protect the same.
- The college alumni organize professional development programme with the distinguish resource person.
- They provide extensive financial support during the Silver Jubilee Celebration of the college.
- They actively participated in various cultural activities organized within the campus.
- The alumni has enriched the infrastructure of the college by donating some furniture to the college.
- The Alumni participate in the Core Committee meetings of IQAC
- They have contributed to the college by Plantation Drive in the campus.

Future Prospects:-

(1) A cold storage is needed to preserve the agricultural products of the locality. The Alumni demands it to the local administration.

(2) They want that the college authority will introduce Vocational/Professional courses in larg numbers.

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

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

- Binandi Chandra Medhi College, Ramdia is established in a rural area with the vision to provide quality education to the socio-economically poor and needy students to develop the lives of the rural people. We are continuously trying to fulfill our vision by providing value education to our students.
- We have been always trying to fulfill the academic requirements of the students irrespective of caste or creed. The faculty members of the college also take classes voluntarily in the feeders' schools.
- The faculty members of the college are committed for the all-round development of the students. They are also committed to maintain green and supportive environment throughout the college. The college campus is a Green Campus and entry of vehicle is strictly prohibited. The college campus is Plastic free and Tobacco free zone
- 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 inspired with higher standards in head and heart.
- For proper implementation of the NEP, 2020 a taskforce of its implementation is formed where all types of stakeholders are involved.
- For sustained institutional growth, the college invites recommendations and suggestions from all the stakeholders of the institution.
- The college is monitored by the dynamic and dedicated management. It functions as a participative and decentralized system of governance.
- The power and function of different categories are shares among the different stakeholders through different committees and cells. It is a part of participative and decentralized system of governance.
- The college was started in a single room and for the collective effort of the entire stake holder it is at present position and in near future we hope to reach our goal.

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

- The Governing Body of the college is the supreme body in respect of framing the policies for the

development of the college.

- The President of the Governing Body is always a renowned educationist and works as the chief trustee. He is assisted by the Principal i/c of the college as secretary of the Governing Body.
- The Governing Body is constituted of various stake holders like Educationist, Social Activists, Guardian members, members from Teaching and Non-teaching Staff, IQAC Co-coordinator and Alumni.
- The Governing Body gives required directions to the Principal i/c to execute the plans according to the mission and vision of the college.
- The meeting of the Governing Body is organized as per the requirement of the college to finalize and sanction necessary plans for the overall development of the college.
- For smooth functioning of the overall system of the college and to develop the sense of collective responsibility and team spirit, all the decisions are adopted through a democratic way.

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

6.2 Strategy Development and Deployment

6.2.1

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

Response:

Strategic/Perspective plan

The IQAC in consultation with the Governing Body developed a strategic plan for the period of five years i.e., 2022-27 to develop the overall infrastructure as well as academic side of the college.

- The college has develop its infrastructure, constructed academic building, sports infrastructure, Gymnasium and improved ICT facilities in and with the funds provided by UGC, Assam Government and from college fund.
- Various extension activities are promoted to sensitize the neighbouring community regarding health, hygiene and other important issues.
- Museum and Medicinal plants garden are setup for preservation of local heritage and culture.
- Collaboration with various institutions is done for outreach programme.
- Classes are taken by the faculty members in nearby schools to motivate the school students.

- Attempt is made to make college as Green and Tobacco free zone.

Administrative Set up

Binandi Chandra Medhi College, Ramdia is governed by a Governing Body which is the supreme body to govern the College. The President of the G.B is nominated by the Department of Higher Education, Govt. of Assam for a period of five years. Besides president, two University representatives, two teacher representatives, one member from non-teaching staff of the College, the librarian, the Co-ordinator of IQAC, three guardian members are nominated as member of the Governing Body. The Principal functions as the Secretary of the Governing Body.

IQAC is leading all the activities related to formulating quality parameters and monitoring the Academic and Co-curricular activities to ensure high standards of the Institution.

The Examination Committee of the college conducts both Internal and Semester end Examinations. as per the norms of the affiliated University.

The magazine committee of the college publishes an Annual Magazine named “**BINANDIAN**” every year.

The college has an **Anti-ragging, Grievance and Redressal Cell** to address the problems that arise in academic and personal activities of the college day to day.

The college has an **Academic and Assessment Cell** to look after the academic activities with respect to vision, mission, and objectives of the institution.

The college has an **Admission Committee** to conduct admission procedure of the college each academic year.

There is a **Library Committee** to prepare plan and programme for the entire development of the college library.

Besides, there are some other cells and Committees in the college to look after different aspects of the college.

Appointment and Promotion

- Initially the appointments are made by the Governing Body of the college and later on the appointments are approved by the Government of Assam.
- Promotion proposals are submitted to the Directorate of Higher Education, Assam as per the guideline of UGC regarding Career Advancement Scheme (CAS)

Service Rules and Procedures:

- All the employees strictly follow the rules and regulations framed by Parent University and the Finance Department, Govt. of Assam. Besides the employees are bound to follow instructions

framed by the parent university in respect of examination, evaluations etc.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

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

Response:

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The performance of each employee is assessed annually after completion of one year of service. The objectives are not only to evaluate the performance as per established norms, but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee.

The salient features of the performance appraisal system are as follows:

Teaching Staff

- The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance Based Appraisal System (PBAS)
- Promotion is based on the PBAS performance for UGC Career Advancement Scheme (CAS) that is based on the API score.
- The college undertakes a wide range of activities by which the contributions of the faculty are judged in their overall assessment.
- The faculty members are informed well in advance of their due promotion.

Non-Teaching staff

The process of promotion of the non-teaching staff will be started from the next year. Following parameters will be followed for promotion-

- All non-teaching staff are assessed through annual confidential reports and annual performance appraisal.
- The various parameters for staff members are assessed under different categories i.e- Character and Habits, Departmental abilities, Capacity to do hard work, Discipline, power of Drafting (where applicable), efficient organization of documents etc.
- On satisfactory performance, all employees will be granted promotions and financial up gradation under the ACP Scheme.

Binandi Chandra Medhi College, Ramdia has developed a pro-active environment in the campus to provide job satisfaction to all the employees of the institution. Some of the welfare schemes for the benefit of the employees are as follows:

- The institution runs employees fund namely *Samanya Sanchaya Samittee* and *Karmachari Sanchaya samittee* which provides financial help to all the employees in urgent need.
- Canteen facilities are offered to the Employees at subsidized price. The quality of the food stuff ensured through strict monitoring from time to time.
- Special Casual Leave is granted on critical medical emergencies.
- Gymnasium, outdoor and indoor sport facility for the staff.
- Parking facilities are available for the staff to maintain their physical fitness facility is provided for staff vehicles outside the college campus.
- Each Department is allotted a separate common room to execute the Departmental activities comfortably.
- College has a Staff Unit for the teachers which is a platform to ensure fellow- feeling, togetherness and mutual support among the members of staff.

- All Employees in the college are covered under contributory pension scheme (NPS). Incumbents will get the benefit immediately after their retirement.
- All Employees have to subscribe to insurance schemes namely Group Insurance Scheme.
- Under Medical Allowance, all the employees get a fixed amount every month.
- All Employees are eligible to avail of Earn Leave.
- Women Employees are eligible for maternity and Child Care Leave.
- All employees are eligible to avail of Transport Allowance (TA) for official journey.

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

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
0	0	0	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), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response:

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

2021-22	2020-21	2019-20	2018-19	2017-18
09	09	07	05	01

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
11	11	11	12	13

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	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:

Mobilization and utilization of Resources

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 college adopts decentralization

process by constituting a construction committee consisting of teaching and non-teaching staff members headed by the President of the Governing Body and Principal as the secretary of the committee. The committee not only decides viability of the work for both repair and maintenance work as well as new construction but also makes active participation for full utilization of the entire fund.

The Primary sources of the college fund are from the following Agencies:

Central Government Fund

The college received Central Government Fund from UGC which is used for the specific purpose it is sanctioned. Our college got fund from UGC for Indoor stadium and Gymnasium construction. Both the projects are constructed as per the direction of UGC. Second installment is yet to received.

State Government Fund

State government funds are sanctioned for infrastructure development of the college. It received a grant for the development of class infrastructure and the fund is used for the construction of an Academic Building.

Students' Fees

Fees amount is collected by the institution as per direction of the State Government as well as the affiliating university. The said amount is utilized as per the prescribe set of norms.

Financial Audit

The college applies definite strategies for proper utilization of funds. It adopts decentralization process by constituting different committees and cells for utilization of funds. The Governing Body regularly monitors proper and effective utilization of financial resources with the help of effective and transparent auditing mechanism. The institution conducts both external as well as internal audits for the government and non-government fund. The report of both internal and external audit is placed before the Governing Body for discussion and approval. Audit reports are discussed and the Governing Body sorts out the recommendations as suggested by the CA. As per rule, these reports are kept ready for sending to the Director of Higher Education, Government of Assam.

Local Audit

The college has been traditionally conducting local audit since the establishment of it. The audit team scrutinizes and verifies acute details of Cash Book, Cash Receipts, Cash Vouchers, Fee Receipts, Donations etc.

Statutory Audit

The college maintains several accounts and statutory audit of all the accounts are done by the Chartered Accountant (CA) every year. Each and every financial transaction and account of the college is audited. The Account officer of the college maintains all the accounts of Government and Non-government funds on behalf of the principal of the college.

External Audit for UGC Funds

The college conducts External Financial Audit of each and every grant received from UGC. The Sanctioned Grants are verified by the Chartered Accountant and Utilization Certificates are issued by them which are submitted to UGC for verification and scrutiny.

File Description	Document
Upload Additional information	View Document
Provide Link for 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 of the college was established in 2014 and has been working continuously. It has developed as an integral part of the college in planning, monitoring and executing all quality related, academic and society related matters. It formulates strategic plans covering all important areas of the college for quality enhancement.

- The IQAC conducted One day Workshop on Cell oriented Programme, One day Workshop on CBCS Course, Book Donation Programme, Observation of World Environment Day, Awareness Programme on Covid 19, Plantation programme by TCS Group, Organised Free Health Check-up Camp, Initiated to organize Webinar on Use of online E-Resources, by Central library of the college in Association with Assam College Librarians' Association, Initiated in publication of ISBN Books published by the Economics department of the college, Village Adoption etc.
- The IQAC has conducted regular meeting at a specific duration to formulate plan and program and periodically review the progress of the plan that has been undertaken from time to time.

The IQAC has given support to the faculty members to undertake research work for the benefit of the students and society at large.

- It encourages faculty members to use ICT based teaching learning process.
- It helped to prepare Academic Calendar for the college as per with the Academic Calendar of Affiliated University.
- It organized meeting to analyzes feedback from the Stakeholders.
- To documents the API scores of faculty members.

The IQAC has always supported to the students related activities, events teaching learning process, structures & methodologies of operations and learning outcomes.

- Organizing events/programmes for the students keeping in mind the specific and general needs of the students.
- To monitor the progress of the students over the Semesters.
- Analyze the examination results and the same is forwards to the guardians of the students through Parent Teachers Meets (PTM)
- The IQAC also encourages faculty members for undertaking major/minor research project. The IQAC also took initiatives to publish the achievements and annual activities of the faculty members through the college Annual News Letter.
- The IQAC collects departmental Academic plans at the beginning of every academic year and monitors its sound implementation throughout the year.
- The IQAC conveys its policies in respect of remedial teaching, mentoring and Outcome Based Education to all departments as the Academic years begin.
- The IQAC monitors internal marking in every department and ensures proper holding of sessional examinations. It develops a mechanism as per the rule of the Affiliated university for proper evaluation and uploading the marks in the university portal.
- The IQAC maintains a system of semester wise result analysis to bring out strengths and weaknesses of various departments and initiates measures to meet out the detected weaknesses.
- The IQAC has developed a questionnaire for the evaluation of faculty performance by the students.

- The IQAC encourages peer evaluation of teachers.
- The IQAC takes feedback from every Stake holder, students, teachers, parents, employers and Alumni every year and analyze the feedback in IQAC's meeting.

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

6.5.2

Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented
2. Academic and Administrative Audit (AAA) and follow-up action taken
3. Collaborative quality initiatives with other institution(s)
4. Participation in NIRF and other recognized rankings
5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

Response:

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

The college is a co-educational institution with about 49% female students. It takes effective measures for the promotion of gender equity. The college takes different initiatives to ensure gender equity and confidence building.

Gender Audit:

The college conduct gender audit for 2017-2022 session with the help of Women Cell of the college.

The positive findings of the audit are-

- The participation of girls in sports and cultural activities is high compared to boys
- Academic success rate of girls is more than boys
- Girl students gave their statements that the college follows gender equity in every sphere, college is free from sexual harassment, it provides First Aid Assistance and sanitary napkins when necessary, it has sufficient numbers of toilets and it organized various programmes related to gender awareness etc.

The area where the college **needs to work more** are-

- Number of girl students in the college is less than the boys students. The gape should be minimized.
- Female teaching and non-teaching staff is less than male teaching and non-teaching staff it should be minimized.
- Numbers of female cadets in the NCC is less than the boys cadets it should be equalized.

Action taken Report:

The college tries to provide equal opportunities to both the female and male students and in this regards various programmes are organized.

Gender equity & sensitization in curricular and co-curricular activities

As Binandi Chandra Medhi College, Ramdia is affiliated to Gauhati University so, the curricular which is prepared by the university the college simply followed it. In the co-curricular or extra-curricular activities the college always maintain gender equality.

Facilities for women/girl students:

1. Safety and Security

- **Fully protected Campus:** The college campus is completely protected with boundary wall and gates are checked by security personals for whole day.
- **CCTV Surveillance:** The college has 12 CCTV cameras which are operational for 24 hours a day
- **ID Cards for Students:** It is compulsory for the students to wear identity cards inside the college campus.
- **Women Cell:** The college has a women cell to meet any kind of problem related to women.
- **Anti Ragging Committee:** There is an Anti Ragging committee in the college which ensures zero ragging in the college campus.

2. Counseling:

- **Career Counseling and Guidance Cell:** The college has a carrier counseling and guidance cell to help the students to remove from their personal stress and strains.
- **Counseling by the staff:** The staff provides required counseling to the needy students.

3. Other facilities

- The Institution has accommodated common rooms separately for male and female students.
- Sufficient numbers of toilet facilities available for female students.
- The college ensures hygiene specially for female students. Sanitary napkins are made available in the Girls Common Room.
- The college has the facilities like bedding, First Aid Box, playing instruments in the girls common room etc.
- **Day Care Centre:** The college is ready to provide day care centre to the needy students and staff.

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:

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	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:

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	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 and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The college community is paying a major role to provide an inclusive environment in the campus. The various programmes are organized to enhance the cultural assimilation, acceptance of linguistic diversity, accustomed with regional variations, increase the communal harmony and, social cohesiveness to create one Indian identity. The college also is paying a pro active role to sensitize the pupils and employees to respect the constitutional obligations and values. Besides, the college is committed to alert the stakeholders about various rights, duties and responsibilities to maintain the sanctity of the constitution.

- The students, teachers and other staff members are from various cultural diversities. The Death Anniversary of Dr. Bhupen Hazarika, the Bharat Ratna Awardee, is celebrated every year.
- To present unity among diversity Cultural Procession is arranged by the Students' Union of the college every year on the first day of the College Week.
- The college celebrates Mother Language Day in order to grow sensitivity regarding the languages of the country. It is the programme which the students get to know that we should respect our mother language.
- The college conducts Communal Harmony Campaign and sensitizes all communities and their respective languages and cultures.
- The employees of the college always extend their helping hands to help financially to the physically challenged, poor and needy people basically on the medical ground.
- The college organizes free medical check-up camp for the people of the locality.
- During the Covid -19 pandemic, the teachers and employees helped the poor one with food and

items including mask and sanitizer.

- The Political Science department of the college celebrates Human Rights Day to spread awareness about various rights of citizens including community members, students etc. every year.
- The Electoral Literary Club of the college organized Voter's Awareness Programme in the college as per the direction of Deputy Commissioner, Kamrup District and informs the students about Voter's rights and responsibilities.
- The Electoral Literary Club in collaboration with Political Science Department celebrates National Voters' Day every year.
- The Political Science Department of the college celebrates International Women's Day in collaboration with Women Cell and Education Department every year.
- To infuse respect for the Nation, National Anthem, National Flag, Constitution, Freedom Fighters and their sacrifices, the college celebrates the National Days like Republic Day, Independence Day, National Unity Day etc. in initiative of the Political Science Department of the college which is a mark for the stakeholders to be patriot and devoted towards the nation.
- The college has included topics like rights, duties, values and responsibilities of the citizen in the curriculum as per prescribed by the Affiliated University.
- The college has displayed the Key Features of the Constitution, Preamble of the Constitution, Fundamental Duties of Citizen in Signboards placed in various points of the campus for visible all the Stakeholders.

File Description	Document
Upload Additional information	View Document
Provide Link for 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

Promotion of Reading Habit Among the Students as well as the Community Member

Objectives of the best Practice

- **To increase reading habit of the students as well as the community members**
- **Encourage the students as well as the community members to explore library**
- **To increase the level of knowledge of the students**
- **To encourage the students to use their rest time properly.**

The Context

To promote the reading habits of the students, the college organize library orientation programme with new batch students every year at the beginning of the session. Book fare related to this programmes also organized in our college premises every year to familiarize the books with the students. Meeting with the senior citizens also conducted and they are requested to use the library as per their time Permit. The members of the senior citizen used the library frequently and extend their valuable suggestions for development of the library.

The Practice

For promoting library habit, various programmes are conducted by the teachers and the librarian to provide much needed information about the content of the library, procedure to use of library, benefits of using library etc. The teachers and the librarians also conducted various programmes like seminar, presentation, group discussion, orientation etc. for the students knowledge.

Evidence of Success

By this programme, students are motivated and they regularly used the library during their off hours. Students have borrowed books, magazines, and other reading materials as per their requirements. The Programme helps the students by encouraging them to develop their good reading and study habit. It orients them towards research. The programme also help the senior citizens to use their rest time in proper way. They get help by using various religious books. Some of them also write various books where references are necessary. By using library they get proper references.

Problems Encountered

- Lack of available funds to develop the library properly.
- Shortage of space to carry out the programme properly.
- Shortage of faculties to give helping hand to the students and teachers in all time
- Shortage of books, specially course related which also is a major problem.

Resource Required

- The helping hand is required to co-operate the college to provide necessary fund for this great practice.
- Government should increase the number of faculties in the college so that more number of facilities could be involved in monitoring this programme.
- A separate building should have to constructed where separate rooms can be provided for students, teachers and the senior citizens.

Notes

- We are planning to provide the library facilities to the school children and a special programme is conducted namely mentoring school in all level.
- Such type of initiative will be successful if we are able to increase the number of books in school level. This need help from government as well as general well-wisher of the college.

. Best Practice - II

Extension Services in the Adopted Villages to Increase Female Literacy Rate

Objectives of the best Practice

- To encourage students to additional responsibilities of social life
- To highlight the basic problems of the society among the students
- To forward the major problems to the local administration.
- To provide support as per the capacity of the college to the needy people.
- To show them the knowledge and personalities who are contributing to society by their special works in specific areas of society.

The Context

Extension services conducted by our fraternity to prevent child marriage, increase literacy rate among the girl child, stop child labour, prevention of superstition and various other awareness programmes are conducted in the adopted as well as feeder villages of the college.

The Practice

The college has been relentlessly working on the development of the adopted village as well as the nearby villages by organizing and arranging various programmes like awareness programme for increasing literacy rate, stop child marriage, women empowerment, stop child labour etc. The programmes are conducted by the departments, cells, NSS and NCC. The teaching faculties also take motivational classes in the schools of those areas.

Evidence of Success

To increasing literacy rate, stop child marriage, to empower women, stop child labour etc. is a long term process but by awaring the illiterate guardians of the adopted village as well as other villages we can say that these problems are gradually decreasing. The women literacy rate of the village has increase and it will be proved in report of Population Census. As per the information gathered from the village headman, the rate of child marriage has totally stop. The women of the adopted villages started various types of activities at their home like weaving, poultry farming, agricultural activities etc. the rate of child labour also decreasing as per the information. A few female students got Govt. Job in recent yeas.

Problems Encountered

- It is very difficult task to mobilize the village women because almost all of them like to stay at home with their kitchen and homely environment.
- The illiterate parents of the adopted village and the nearby villages, are very aggressive and like to keep the custom and tradition of their forefathers.
- Poor economic condition of the villagers some time bound them to give child as child labour.
- The college has no sufficient funds to help the villagers in good quantity.
- Shortage of time to plan and carry out these types of activity.

Resource required

- Government and other social organization should also support us to improve the condition of the villagers.
- It is very essential to provide loan with low interest rate to the villagers
- To empower the women government should provide necessary training to the villagers.
- Proper medical facilities should also be provided to the villagers.

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:

Binandi Chandra Medhi College, Ramdia was established on 13th August 1992 for imparting knowledge in the greater Ramdia area of Kamrup district, Assam. It is the only higher educational institution in this area with five Higher Secondary School and lots of High Schools. It has played a pivotal role in providing education opportunities to the economically and educationally backward rural students surrounding it. It has completed 31 glorious years of its existence by promoting excellence in the field of education to the people of this rural and economically backward area.

To spread knowledge and wisdom among the masses is the main vision of the college. It is dedicated to generate enriched human being in all sections of the society. To increase literacy rate among the girl child in the under developed *char* areas is the most important core value of the college.

Binandi Chandra Medhi College, Ramdia is located in the western part of Kamrup district, Assam which is both economically and educationally backward region in the state. More than 90 per cent of the household of this area are agriculturist and live below poverty line. During the 30 years of existence, the college had minutely observed that a large number local students specially the male students do not like to go for getting higher education rather like to go for working in their agricultural field or other works and the female students got marriage in the tin ages. So, the rate of dropout students had been increasing gradually. The rate of drop out students specially the female students was very high during that period. *If you educate a man, you educate an individual. But if you educate a women, you educate a nation.* Keeping this proverb in mind the college has been working continuously since its establishment. In order to increase the female literacy rate and reduce dropout students in the school education and induce the local poor students towards higher education the college has been running various programmes like taking motivational classes in the schools, various awareness programmes home visit, financial supports etc. Keeping the vision in mind i.e., *to spread knowledge and wisdom among the masses*, a good number of teachers of the college have been taking motivational classes in the nearby schools to motivate the students towards higher education. The NSS Cell, Women Cell, various Departments of the college organize a large numbers of programmes to inspire the poor parents to send their female child to the school, to stop child marriage, to stop child labour etc. The college always aspires to help the poor and needy students so that they can overcome the hurdles. It also sensitizes students to gender equality, energy conservation measures and human values.

Binandi Chandra Medhi College, Ramdia though located in very remote area but has become successful to perform the duty of its responsibility to a considerable extent in the sphere of inducting the local poor students toward higher education by reducing dropout in school education and increasing the female literacy rate in the remote *char* villages. At present a few female ex-students of our college got Government jobs, a few become teachers in the nearby private schools, some of them got Master Degree and some other went for further higher studies. It is the result of the motivational classes and other programmes through which the college could move a few step forwards to achieve academic excellence with all section of the society as well as spread knowledge and wisdom among the masses. At the time of establishment of the college i.e., 1992-93 session, total number of students enrolled in the college was only 72 where number of female students was only 30. But in the recent years i.e., 2017-18 out of 689 students 346 was female students; in 2018-19 session, out of 604 students, 315 was female; in 2019-20, out of 534 students, 256 was female students; in 2020-21, out of 504 students, 233 was female; and in 2021-22, out of 581 students, 267 was female. The increasing trends of admitted female students in our college definitely signify the good results of the motivational classes and the conducted programmes. This practice of the college also helps in reducing child marriage among the minority students of the *char* areas, stopped child labour etc. It also helps the students to get themselves ready for acceptance new challenges of the time, open the windows to of opportunities of this age for them and helps them to become ideal citizens to take part in nation building. A female ex-student of our college was appointed as a defense personal in the last year. From the gender audit it also proved that the number of female students participating various sports events in the college also gradually increasing. The pass percentage of the female students is also very encouraging. It is definitely a great success and a matter of great pleasure for the college.

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

5. CONCLUSION

Additional Information :

- The college has Cells and Committees under the umbrella of IQAC like Anti Ragging Grievance & Redressal Cell, Anti Sexual Harassment Cell, Innovation and Intellectual Property Cell, Women Cell etc.
- The faculty members have published quality research articles in UGC Care listed journals and in books with ISBN.
- The college has Gender Sensitisation against Sexual Harassment, policy for inclusion of persons with disabilities, policy on environment and energy issues etc.
- The college has recently taken decision to introduce Add-on courses and certificate courses from the next session.
- The college emphasizes imparting value based education.
- The college tries to implement the suggestions of the different audit reports.

Though the college was established in 1992 but it was provincialized after a long period in 2013. During these period the college did not received any financial grant from the Government or any other agencies. For that reason the college was not developed as we expect. At present the college have eight departments but the number of regular faculty is onlt 19. It is another disadvantage of the college. Present age is the age of advance information and technology but there is no service provider of internet facility in the locality of college. This is another very disadvantage of the college. Although, we are hopeful that the entire scenario of the college will change after the NAAC assessments of the college.

Concluding Remarks :

Binandi Chandra Medhi College, Ramdia is an Arts Stream college where courses are offered to students as per CBCS system and outcome based education is given emphasized. The college maintain continuous internal and external evaluation. The college liberally integrates cross-cutting issues relevant to professional ethics, gender, human values, environment and sustainability in to the curriculum. It always attentive to the learning level and progression of the students and conduct bridge courses and remedial classes. The teachers always try to get updated with ICT tools for teaching. It is very sensible towards research environment and endeavors for promoting innovative ideas to create skillful environment. The library system is upgraded as per the capacity of the college. The alumni of the college has been actively working as an integral part of the institution. The governance of the institution is always conformity with the vision and mission of the college. The college regularly audits its financial transactions. The IQAC cell continuously working very efficiently. The college campus is green and clean. Besides these the college continuously working for solving various social disadvantages of the locality like child marriage, child labour, low literacy rate of female etc. through awareness programmes and motivational classes.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
2.1.2	<p>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</p> <p>2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats) Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>50</td> <td>31</td> <td>38</td> <td>10</td> <td>23</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>50</td> <td>31</td> <td>38</td> <td>10</td> <td>23</td> </tr> </tbody> </table> <p>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:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>135</td> <td>93</td> <td>111</td> <td>92</td> <td>111</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>165</td> <td>165</td> <td>145</td> <td>145</td> <td>145</td> </tr> </tbody> </table> <p>Remark : Input edited as per the supporting documents.</p>	2021-22	2020-21	2019-20	2018-19	2017-18	50	31	38	10	23	2021-22	2020-21	2019-20	2018-19	2017-18	50	31	38	10	23	2021-22	2020-21	2019-20	2018-19	2017-18	135	93	111	92	111	2021-22	2020-21	2019-20	2018-19	2017-18	165	165	145	145	145
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5.3.2	<p>Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)</p> <p>5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>20</td> <td>25</td> <td>28</td> <td>20</td> <td>25</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>03</td> <td>03</td> <td>04</td> <td>02</td> <td>03</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	20	25	28	20	25	2021-22	2020-21	2019-20	2018-19	2017-18	03	03	04	02	03																				
2021-22	2020-21	2019-20	2018-19	2017-18																																					
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03	03	04	02	03																																					

	<p>Remark : Input edited as per the supportive documents</p>
<p>6.5.2</p>	<p>Quality assurance initiatives of the institution include:</p> <ol style="list-style-type: none"> 1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented 2. Academic and Administrative Audit (AAA) and follow-up action taken 3. Collaborative quality initiatives with other institution(s) 4. Participation in NIRF and other recognized rankings 5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc. <p>Answer before DVV Verification : A. Any 4 or more of the above Answer After DVV Verification: B. Any 3 of the above Remark : Input edited as per the supportive documents.</p>

2.Extended Profile Deviations

<p>Extended Profile Deviations</p>
<p>No Deviations</p>