SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

UPENDRA NATH BRAHMA COLLEGE, KAJALGAON

P.O.-KAJALGAON, DISTRICT-CHIRANG, BTR
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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

1.1 INTRODUCTION

Upendra Nath Brahma College, Popularly known as U.N. Brahma College, the leading educational Institution of Lower Assam as well as in the Bodoland Territorial Region was founded in the year 2001 after the name of a visionary Bodo leader and a social worker, “Upendra Nath Brahma” who is also popularly known as “Father of the Bodos”. The college is located of one of the finest location of Kajalgaon, the district headquarter of Chirang district .Since the establishment the College has been effectively nurturing to the need of Higher Education in Chirang and its neighbouring districts. The Govt. of Assam has granted the college a concurrence on 4th of October in the year 2005 and it has secured temporary affiliation from Gauhati University for the three years degree courses (TDC) of Arts stream on 16.01.2007 and also received class opening permission for the commerce stream from the session 2011-12 under the same University. Further the college has received Permanent Affiliation from the session 2012-13. The College has also been recognized by UGC New Delhi, Ministry of HRD under section 2 (f) on 16.12.2009 and 12(B) on 23.06 2015 respectively of the UGC Act, 1956.

At present the College has been moved and affiliated to Bodoland University as per the Govt. order No. AHE.156/2020/19 dtd. 2nd July, 2020. U.G. students both Arts and Commerce are now registered under Bodoland University, Kokrajhar from the session 2020-21.

After 20 (twenty) years of its establishment, the services of the teaching and non teaching staff (Arts stream only) of the college have provincialised in the year 2021 by the Govt. of Assam under the Act of the Assam Education (Provincialisation of services of the Teachers and re-organisation of Educational Institution) Act, 2017 & Amended Act, 2018.Today the college offers 13 undergraduate (UG) programmes including Arts and Commerce. It is a co-educational institution of higher learning and the student strength of the college is 760. The total number of teaching faculty is 36 and nonteaching staff is 16. The College emphasises on the man-making education which will produce morally upright, intellectually competent and spiritually guided future citizens of our great country.

Vision

The college has a clear vision to emerge as a centre of excellence in imparting quality and value-based education to the younger generation by facilitating them to generate employment opportunities in diverse fields and nurturing an honest and responsible citizenry. It is envisioned that the college will be brought to the forefront of Higher Education in Bodoland Territorial Region because of the aspirations, efficiency and leadership of the college administration and the commitment, service and flexibility of the teaching and non teaching staff, support of the parents and the people of the surrounding area and the hard work of the students.

Mission

Our mission is to help students develop the knowledge, skills, and values they need to be successful. Offering Honours Courses in almost all the subjects at the undergraduate level both in Arts and Commerce, Upendra Nath Brahma college is now recognizably a large institution of higher learning. The college emphasizes in imparting quality education to the students to instil them with confidence in order to face the new challenges of the time. The college has a clear mission to make the students socially and morally responsible citizens and prepare them to act as active agents in Nation Building process. The college attempts to make the students understand the value of education in present situation and prepare them physically, socially, morally and educationally fit in every sphere of their future life.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1.2 Strength, Weakness, Opportunity and Challenges:

Institutional Strength

The College admits students from diverse backgrounds which promotes a multicultural ethos on the campus. The administration of the college extends the support towards the students, faculty and staff members to inculcate morality, punctuality and positivity. Upendra Nath Brahma College boasts of the following Strengths:

- Experienced faculty members.
- Existence of student’s community that is harmonious, cooperative and obedient.
- Pollution free campus.
- Adequate number of texts, reference books and journals in the college library.
- Students’ feedback on Teacher performance.
- Well-equipped Library facility.
- Well-equipped ICT facility.
- The college maintains a good relationship with the neighbouring villagers which contribute to congenial atmosphere of teaching-learning in the college campus.
- Audio-Visual classrooms.
- Staff considering the necessity of Green Earth.
- Cashless collection of college fees through Bank
- The college has sufficient amount of land (40 Acre) for its future development and to lead the institution up to university level.
- The local community has a well-established link and coordination with the college and they have good faith on the institution.
- The college has started to take bold initiative to digitalize the whole functionary of the college to build the academic environment to feet with the modern age of science and technology.
- The college has been taking part in NIRF, ARIIA and Unnat Bharat Abhiyan regularly.

Institutional Weakness

The college has limited resources in the use of digital technology to enhance teaching- learning on campus. The followings are the weak points of Upendra Nath Brahma College:

- Inadequate numbers of sanctioned faculty members.
- Limited financial resources to meet the expenditure of salary of non-sanctioned and part time teachers.
- Majority of students enrolled belong to poor economic and educational background families.
- Inadequate numbers of smart classrooms.
- No infrastructure for gymnasium.
- Fund crunch hampering the overall growth of institutional development.

Institutional Opportunity

- Provision for construction of multi-storied administrative block and class rooms as per the master plan.
- More career-oriented courses may be introduced from additional funding from UGC/Statutory Bodies.
- Scope for setting up language lab and smart class rooms.
- Opportunity for development of Green Campus.
- Scope for organizing extension programmes in the fringe villages for social benefits.
- Placement of the students in tourism sector as the area is rapidly growing as a tourism destination.
- There is the opportunity to upgrade the certificate courses of the college into skill-oriented diploma courses for better future of the students.
- College has some special advantages of getting autonomous status in the upcoming days.
- College has the opportunity to work more for expanding e-learning.
- College has the opportunity to introduce different skill development courses along with some science and commerce programs.
- There is the opportunity of introducing ideas of Entrepreneurship in students mind for reducing unemployment.
- Availability of a large number of senior secondary schools, that acts as feeder- institutions for the College.

Institutional Challenge

- Improvement of quality performance of the students.
- Poor class attendance of students due to economic hardship of the Guardians.
- Maximum students are coming from remote and flood affected areas.
- No accommodation facilities for the students.
- Developing linkage with skill-based industry is a challenge.
- Poor admission in career-oriented course due to lack of exposure.
- Drive for admission of more meritorious students.
- The surrounding area of the college is affected by heavy flood every year due to which the development of academic environment is hampered.
- 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.
- It is a challenge to obtain the Grants and Funding for pursuing research projects and creating Academic Excellencies.
- Limited teaching staff in sanctioned post is another challenge of the college due to which the college couldn’t keep pace with the development of global educational atmosphere.
- Lake of sufficient research infrastructure is also a challenge of the college due to which the college could not move forward properly in the sphere of research and development.
- The problem of student’s dropout is another major challenge of the college.
- This Problem occurs every year because most of the students of the college are from poor economic background.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

U. N. Brahma College is a Degree College and offers Under Graduate level courses in Arts and Commerce streams. At present the College is affiliated to the Bodoland University, Kokrajhar. The college follows the curriculum of its affiliating university. It offers courses at the under graduate level according to the curriculum prescribed by B.U. Choice Based Credit System was introduced from the academic session 2019-2020. Up to the Even Semester of 2019, we followed the Semester System of Gauhati University but from the Odd Semester of the same year we have been following the CBCS introduced by the affiliating universities as well as the UGC. Till 2020 the college was under the affiliation of Gauhati University but in the same year we had to go under the affiliation of Bodoland University and the same started with the B.A and B.Com 1st Semester. So, till the Even Semester of 2022, both Gauhati University and Bodoland University were our affiliating Universities. The university organizes workshops and symposiums inviting teachers and other stakeholders to participate in the process of design or revision of the curricula and syllabi. A Daily Master Class Routine is prepared by the Academic Committee at the beginning of every Semester and all the daily classes are done according to the same routine. Environmental Studies is a compulsory subject for the undergraduates both for the Honours and Regular Courses. The institute has developed the effective mechanism and due process and structure for the implementation of the curriculum. The College and Departmental calendar and lesson plans developed by teachers ensure effective delivery of the programme. An academic calendar is formulated at the start of each academic session for each batch and is circulated amongst students. The College academic calendar outlines the academic and other activities of the college. Internal assessment which includes assignment and tests is the compulsory part of pedagogy organised to monitor the implementation of the course structure

Teaching-learning and Evaluation

Teaching-learning and evaluation is a student-centric dynamic activity. The admission is done strictly on merit basis and according to Reservation Policy for sixth Schedule area of Indian constitution. The college strictly follows the policies and directions issued by the Department of Higher Education, Government of Assam. The process of admission of students into various courses is transparent which involves advertisement through notice in the college website and notice board and roadside banners. Prior to the admission candidates have to register and apply through the admission portal available in the college website for limited time period during the beginning of every session and publication of selection list in the college website as well as in the notice board well ahead of the admission. Orientation programme is organised to inform newly admitted students with Code of Conduct about the curriculum, programme outcome and the minimum facilities available in the institution. The central library conducts orientation programme 'Walk to Library' that helps newcomers to know about various facilities available in the Library. Student-centric teaching-learning methods, namely- Field trips, industry/institute visit, hands-on training, dramatization, literature review, seminar/debate, peer class, model/poster competition, project work, etc. are put in practice. Assignments are given and departmental seminars and field visits are carried out now and then. Our students are encouraged for participatory learning through interactive method and learning by doing. The evaluation system of the college is also transparent and if any student is not satisfied or if any of the students does have grievance regarding evaluation, she/he may approach the Grievance Redressal Cell maintaining proper procedure. If situation demands, remedial classes are held for the slow learners. The institute organizes co-curricular activities like quiz, debates, extempore speech, etc to facilitate the learning process of the students. The institute also organizes teacher's day, Bodofa Upendra Nath Brahma Memorial Day, Independence and Republic day so as to inculcate responsibility, duties and ethical values.

Research, Innovations and Extension

Upendra Nath Brahma College considers research as one of the matters of paramount importance as it is prerequisite to generate new knowledge that improves teaching and learning and contributes to the social development. The college encourages the faculty members to engage themselves in research activities and to take part in National and International Seminars to present papers and to publish the same. During the assessment
period 2017-2022, total numbers of publications contributed by the faculty members are 25 out of which 11 papers are published in ISSN and 14 papers in ISBN. Moreover, till now 5 faculty members (including librarian) have been awarded Ph.D degree. The college encouraged its students to participate in various extension activities undertaken by the NSS. The primary aim of such activities is to instill social responsibility and groom overall personality among the students. Such activities also aimed in arousing consciousness and create awareness on social issues among the students. The Extension Cell through NSS organized awareness programmes in the nearby villages to create awareness regarding
cleanliness, health and hygiene, plantation, etc.. These extension activities develop an awareness and knowledge among the students of social realities to have concern for the wellbeing of the community and engage in creative and constructive action for the benefit of the college in particular and the society in general.The college has 1 functional MoU with other institution during the assessment period.

Infrastructure and Learning Resources

The College is situated in a green and echo friendly campus with five different buildings- one three storied RCC building and four Assam type buildings for the academic, administrative and other purposes. The ground floor of the RCC building is used for the purpose of administration, Library and Professors' Common Room while the two other floors are used for the academic activities such as traditional class rooms and ICT enabled class room and for the purpose of the Office of Internal Quality Assurance Cell. One each of the other four Assam type buildings are used for the purpose of academic activities, auditorium, Girls' Common Room and College Canteen. The college has adopted some disabled friendly measures also. The work of construction of another RCC building is in progress. The said building shall be used as the Office of various departments of the college. It needs to be mentioned that the present infrastructure of the college is not sufficient. Of course, the college is going to construct some other RCC buildings with government fund to make the infrastructure sufficient.

As learning resources, the college does have a well-equipped library which is enriched with more than **9826** number of books along with 15 numbers of periodicals at present. The college library also subscribes several journals and 5 (five) numbers of news papers so that both the students and the teachers be able to be in touch with the latest national and international issues. Moreover, the college provides online library facilities and e-resources both to the students and the teachers. The faculties of the college are members of the national Digital Library.

Student Support and Progression

Upendra Nath Brahma College always keeps in mind the interest of the student. The interest of the students is always given priority. The college takes immense care that the students of different categories such as SC/ST/OBC/Minority etc can apply for their scholarships of the Government of India and Assam in time and can receive the same without any problem. The college publishes its prospectus reflecting various policies of the college in the line of support to the students in every academic year. The college has different Cells that work for the wellbeing, development and progress of the students. The Academic Cell looks after the academic activities and tries to maintain a congenial atmosphere so that teaching-learning take place smoothly. The Sport Cell of the college is responsible for coordinating different sports activities within as well as outside the college and endeavours to promote broad base of sports in the college and to inculcate competitive attitude and the feeling of brotherhood among the students. The Literary Cell initiates measures to develop the literary qualities of the students inculcating writing habits and publishing their write ups in the college wall magazines. The Anti Ragging Cell keep watch that no ragging can take place, nor any student is harassed in any form. The Grievance Redressal Cell looks after the students' grievances and redresses the same as soon as possible. The College has a non-registered Alumni Association that maintains coordination between the alumni and the college. The Governing Body of the college monitors all the activities of the college and helps in its well administration so that the college can extend adequate support to the students for their wellbeing and all-round development for the greater interest of the society.

Governance, Leadership and Management

U. N. Brahma College is governed by the Governing Body (GB) which is formed according to the direction and regulations of the Department of Higher Education of the Government of Assam. The G.B. initiates policies and executes developmental activities. The Governing Body of the college is 'The Body' consist of one

President who must be a renown educationist and should not have political involvement, two government nominees, two university nominees, two teachers' representatives, one guardian representative and one member from the non-teaching staff. The Principal of the college is the ex officio Secretary of the governing body who is entrusted as the administrative head and the monitoring authority of the institution. The college encourages a culture of decentralization and participative management by involving staff members in a number of administrative roles. The organizational hierarchy includes GB, followed by Principal, Administrative staff, IQAC, HODs and faculty members, Librarian and support staff. E-governance measures have been followed in admission & examination form fill up, finance, library services, feedback collection, e-notices, etc. The coordinator of the academic committee is entrusted upon the duty of looking after the academic aspect of the college. The Internal Quality Assurance Cell, with its various sub- cells assists the Principal to achieve the motto and visions and missions of the college. The college has a Students' Union headed by its General Secretary. It also has some other members. The Students' Union also co-operate the principal to manage various activities and programmes. The administrative office staff helps the Principal to run the office smoothly. The Librarian looks after the library and monitors the works of the other members of the Library Staff. The College conducts external financial audits regularly. The IQAC undertakes quality initiatives for quality sustenance and enhancement among all stakeholders. In short, the college is administered and well managed because of the adequate and timely decisions of the Governing Body, bold leadership and administration of the Principal, selfless work of the teaching and non-teaching staffs and enthusiastic support of the students.

Institutional Values and Best Practices

Along with providing class room teaching U. N. Brahma College tries to inculcate the sense of value and ethics among the students. The college tries to create some human values in the mind of the students such as integrity, honesty, love, kindness forgiveness, helping the needy and the poor etc. The college tried to create a 'we feeling' among the students so that they can learn to love their college, their home, their society, their country and above all- the humanity. The Alumni Association of the College has tried their level best to set an example by building up an Orchid Garden which is well known for gynostemium. The garden is open for the society and any one can take its benefits conditionally. The college strongly believes in the doctrine 'Cleanliness is Godliness' and keeps the campus clean and green and inculcates the habit of being clean and keeping clean among all concerned with the college. Initiatives are also taken to make the campus echo friendly and to save energy. The college also adopts some practices in the form of extension activities and services implemented by the NSS and Extension Activities Cell of the college. Among them, a mention may be made of organizing of awareness camp on cleanliness, health and hygiene and plantation.

To maintain green environment, college adopts various conservation techniques, like installation of LED. Environment audit, Energy audit is carried out to assess indicators of conservation. College has framed Environment and Energy Usage Policy to ensure conservation behavior among all stakeholders. College also undertakes environmental awareness programme. The single-use plastic is banned inside the campus. **There are more than 50 different species of herbs/Serbs/ trees are available with almost 70% of greenery**. The college believes in 'Unity in Diversity' among stakeholders and provides an inclusive environment and tries to inculcate communal harmony and tolerance by organizing various cultural programmes from time to time.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	UPENDRA NATH BRAHMA COLLEGE, KAJALGAON
Address	P.O.-Kajalgaon, District-Chirang, BTR
City	Kajalgaon
State	Assam
Pin	783386
Website	www.unbrahmacollege.edu.in

Contacts for Communication

Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Nilpadmini Rabha	03664-291824	9957127662	-	unbcollege88@gmail.com
IQAC / CIQA coordinator	Redion Narzary	-	7896923797	-	iqacunbc.office@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Assam	Bodoland University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	16-12-2009	View Document
12B of UGC	23-06-2015	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	P.O.-Kajalgaon, District-Chirang, BTR	Urban	24.76	1733.6

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	H.S.Passed	Assamese	40	16
UG	BA,Bodo	36	H.S.Passed	Bodo	40	34
UG	BA,English	36	H.S.Passed	English	40	18
UG	BA,Economics	36	H.S.Passed	English + Assamese	30	8
UG	BA,Education	36	H.S.Passed	English + Assamese	40	12
UG	BA,History	36	H.S.Passed	English + Assamese	30	9
UG	BA,Philosophy	36	H.S.Passed	English + Assamese	40	6
UG	BA,Political Science	36	H.S.Passed	English + Assamese	40	34
UG	BCom,Accountancy	36	H.S.Passed	English	10	5
UG	BCom,Management	36	H.S.Passed	English	10	5
UG	BCom,Finance	36	H.S.Passed	English	10	5
UG	BA,General	36	H.S.Passed	English + Assamese	200	112
UG	BCom,General	36	H.S.Passed	English + Assamese	20	0

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				36
Recruited	0	0	0	0	0	0	0	0	9	9	0	18
Yet to Recruit				0				0				18
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				18
Recruited	0	0	0	0	0	0	0	0	9	9	0	18
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				16
Recruited	10	3	0	13
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	2	1	0	3
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	4	1	0	5
M.Phil.	0	0	0	0	0	0	4	8	0	12
PG	0	0	0	0	0	0	10	9	0	19
UG	0	0	0	0	0	0	0	0	0	0

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	394	0	0	0	394
	Female	366	0	0	0	366
	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	3	4	2	3
	Female	1	1	3	5
	Others	0	0	0	0
ST	Male	107	104	149	163
	Female	82	75	109	132
	Others	0	0	0	0
OBC	Male	18	14	9	26
	Female	10	8	5	23
	Others	0	0	0	0
General	Male	11	24	16	36
	Female	12	11	16	25
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		244	241	309	413

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	U. N. BRAHMA College, Kajalgaon, is an affiliated college under Bodoland University, Kokrajhar, Assam. At present the college imparts education in Arts and Commerce discipline and ready to introduce

	NEP with the same disciplines. The college strictly follows courses and curriculum prescribed by the affiliating university. However, considering the immense significance of multidisciplinary study in higher education, the college has adopted some measures in order to acquaint students with diverse aspects of knowledge. Subsequently the institution aims at academic collaboration with various NGO'S and educational and research institutions at the district level, state and national level from the next academic session. As a measure for the preparedness of NEP-2020 the college has already constituted a NEP Task Force on 26th May, 2022 with Dr. Nilpadmini Rabha, Principal as Chairperson, Dr. Rezaur Rahman Sarkar as Coordinator and Dr. Nizwra Basumatary and Ms. Rinkumoni Borah as member of the said Task force. Simultaneously the NEP Task Force attended various workshops and seminar organised by affiliating university and RUSSA.
2. Academic bank of credits (ABC):	The college is affiliated to Bodoland University and said university yet to start the registration under Academic Bank of Credit. Hence the college is yet to register the same. As soon as the affiliating university introduce the provision of registration under ABC the college shall follow the same accordingly.
3. Skill development:	Skill development is one of the most important areas where U. N. Brahma College, Kajalgaon strives to excel. The College adheres to the norms and guidelines prescribed by the affiliating university which also issues course completion certificates to the students. However, considering the implementation of NEP 2020, the college planning to start skilled based courses like Horticulture, Mushroom Cultivation, Handloom and handy craft, and Tourism management etc. from the next academic session. The college also aims to introduce vocational courses to meet the challenges of NEP-2020. Moreover our affiliating university has already introduced skill enhancement courses from U.G. 3rd Semester as a part of CBCS.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Our country is considered as a warehouse of knowledge in the field of philosophy, ethics & values, culture, literature and science & technology, medicine, etc. since the time of immemorial. Hence it will be reasonable to integrate the ancient knowledge

	with the existing curriculum for the benefit of the larger society. U. N. Brahma College, Kajalgaon on its own part is planning to undertake some measures in this regard. The college also has a plan to introduce add-on courses in Anchoring in Indian languages, and Translation skills. At present Degree courses are offered both in Assamese and English languages. Besides, B.A. course is also offered in Bodo language. The college conducts cultural programmes regularly reflecting indigenous culture and folk literatures from time to time to promote the indigenous knowledge.
5. Focus on Outcome based education (OBE):	The college wishes to introduce outcome based course like Spoken English and PGDCA as a preparedness of NEP implementation. The college also aims to introduce Entrepreneurship in various areas to reduce unemployment problems and to make the students capable to earn their livelihood near future.
6. Distance education/online education:	The college plan to set up study centers of open universities like Krishna Kanta Handique State Open University and Indira Gandhi National Open University. The college also has a plan to apply for local learning center of SWAYAM and MOOC courses.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The college has already form the Literary Club (ELC) in the college.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The college has appointed Dr. Nasirul Haque Asst. Prof., department of Pol. science . as the Coordinator from teaching staff and General Secretary of students union body as the students coordinator. Yes, ELCs are constituted with varied categories of students from ST, SC, OBC, Minorities and General category students from the college.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of	The ELCs organised sensitization and awareness programs for the inspiring voter and to inform about their constitutional rights, responsibilities and duties.

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.	
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.	The college has taken some significant measures to issue related to search drives and as given purity by displaying and raising the voters registration portal in the college website.
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.	The college has a numbers of students as inspiring voters and the college initiates the move to enlist them in the electoral roles through the communication made by the ELCs.

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
750	750	750	750	750

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: 35

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
34	32	32	33	32

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
49.31	19.20	27.84	43.49	27.51

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:

Upendra Nath Brahma College is an affiliated college under Bodolonad University, Kokrajhar and hence the college follows the syllabus prescribed by the said university. The College has a clear vision to emerge as a centre of excellence in imparting quality and value-based education through effective curriculum planning, delivery, enrichment and feedback system.

Curriculum Planning and Delivery: Before the commencement of every academic session, an Academic Committee is formed by the College authority to prepare the action plan and a fruitful design of the academic activities throughout the session. Accordingly, the academic committee with the help of IQAC prepares an Academic Calendar and on the basis of the Academic Calendar of the affiliating university. A general routine is prepared by the Academic Committee of the College and the same is distributed to all the heads of the departments. Each department of the institution, after holding a meeting, prepares schedule of work in the form of departmental time table, division of syllabus and allotment of classes to individual teachers prior to the beginning of every semester. The Academic Calendar clearly reflects the schedule of sessional examinations, end semester examinations, co-curricular and extra-curricular activities that are systematically planned and pre-designed. The same are also reflected in the college prospectus and college website.

The college is dedicated enough towards the effective delivery of the curriculum prescribed by the affiliating university. The Academic Committee strictly monitors the regular held up of classes in the College. The curriculum of the college includes the goals, objectives, courses, process, resources and means of evaluation of all the learning experiences planned for students.

At the beginning of every semester the faculty members prepare Teaching Plans/Lesson Plans for effective delivery of the curriculum. The faculty members of each department also note down time table, actual teaching units taught, academic and administrative responsibilities and extension work in the teacher’s Diary and the same is monitored by the concerned HoD’s and Principal. All HoD’s maintain HoD’s diary to record number of classes and number of classes done by the teachers per semester.

In order to deliver the curriculum, different teaching methods like Lecture Method, Discussion Method, Participative Learning, Project Work and Field Work are adopted by the teachers.

Along with traditional classroom teaching aids, audio-visual aids and technology based aids like computer and internet facility are also used while delivering curriculum.

The College organizes seminars/workshops/popular talk from time to time for up-gradation of subject-related knowledge.

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: 0

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: 0

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 affiliating university always keeps in mind various cross-cutting issues in its prescribed curriculum. The College, as an affiliating institute has always been conscious of these cross-cutting issues with the view of an all round development of the students and to make them aware of some vital issues like Gender,

Professional Ethics, human Values and Environment and Sustainability.

Gender Issues: Gender issues have been incorporated in Assamese Literature, Bodo Literature, Education, Economics, English, Political Science and Commerce. In Assamese, Gender issues have been incorporated in third and fifth semester. The same issues have been included in first, fourth and sixth semester in Bodo while in Education it is in fifth and sixth semester. In Economics some Gender issues are found in fifth semester and in English such issues have been incorporated in third and sixth semester. Some chapters relating Gender issues have been included in Political Science and Commerce also. In short almost in all the subjects Gender issues have been included and the study of the same enables students to develop their knowledge as well as to sensitize them towards the said issues as a member of the society.

Professional Ethics: The College always aims to inculcate the sense of Professional Ethics among the students. The faculty members always remind the students during their academic as well as non-academic activities. The affiliating university has also provided the scope of the same in the curriculum. An attempt has been made in Assamese of second semester, Bodo of third semester, fifth semester both in Education and English, in third and fourth semester of Political science, in third semester of philosophy and in first, second, third, fourth and sixth semester of Commerce.

Human Values: Human Values are most essential for human society. Human Values related chapters have been included in our curriculum. A reflection of the same is found in Assamese, Bodo, Education, Economics, English, political Science, Philosophy and Commerce in most in all the semesters. We try our level best to inculcate the qualities of human values among the students and to respect the same.

Environment and Sustainability: Environment and Sustainable related issues are very widely discussed issues of current time. In order to sensitize the student's community towards Environment and Sustainability related issues our affiliating university has made Environmental Studies as a compulsory subjects in B.A./B.Com second semester in the form of ability Enhancement Compulsory Course (AECC). Moreover some chapters relating to Environment and Sustainability have been included in Bodo, Education, Economics, English, Political Science and Commerce in fifth, fifth, sixth, third, sixth, fourth, second and fifth semester respectively. In order to concretize the knowledge of the students regarding environment, they are assigned Project Work and made to do field visit and practical works. Moreover our faculty members always try their level best to make the students aware of various environment and sustainability related issues and to show respect towards environment.

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: 9.6

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

Response: 72	
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: C. Feedback collected and analysed

File Description	**Document**
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 53.2

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
413	309	241	244	256

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

2021-22	2020-21	2019-20	2018-19	2017-18
550	550	550	550	550

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: 66.06

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
292	258	179	189	172

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
330	330	330	330	330

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: 22.06

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:

Upendra Nath Brahma College imparts education keeping in mind the interest of the students.. Teachers make the learning process student centric by promoting different learning techniques.

Experimental Learning

The college provides opportunity to the students to enhance their knowledge through experiments. For experimental learning the college provides:

- ICT Enabled Classrooms so that the students can learn through modern technology.
- Facilities of Laboratory to the students having practical subject to enhance their practical knowledge.
- Facilities of excursion and to visit to places of historical importance to enhance the practical knowledge of the students.
- The facilities of Field Trips and Project Works related to Environment so that students can acquire practical knowledge about the degradation of environment.
- Encourage the students to use mobile learning platform, audio-visual aids and virtual learning platform.

Participative Learning

- Our students are encouraged to express their doubts and own views.
- In the laboratory students are encouraged to learn by doing.
- To accelerate the academic interest of the student subject experts from other colleges are invited.
- Departmental seminar, group discussions and debate competitions are conducted and students are encouraged to participate in such events.
- Various literary, cultural, and sporting competitions are orgnised to boost the student participative faculty.
- Students are assigned project works `which are cent per cent participatory in nature.
- During the COVID pandemic period virtual classes through google meet were conducted.

Problem based learning

- Sessional tests are conducted in every semester to assess the students' progress.
- The teachers arrange interactive session with the students and assign home assignments and also provide them study materials if necessary.
- Intra-department as well as inter-departmental Quiz and Debate competitions are organized to encourage participatory learning and to motivate them to be interested to solve problems.
- Students are asked to write for wall magazines and college magazines to develop independent learning and creative writing.
- The students are encouraged to take part in different institutional and inter-institutional competitions to inculcate interest towards co-curricular activities.

ICT enabled tools:

- The college provides free Wi-fi internet facilities to the students so that they can take the full benefit of ICT.
- We conducted online classes during COVID-19 Pandemic.
- Our library encourages the students to take the full benefit of the e-resources of learning available in the library.
- Besides traditional classroom, we have ICT enabled classroom.
- All the department maintains semester wise WhatsApp groups so that the students do not miss any information and they may get necessary materials too.
- Besides traditional lecture method classes are conducted through power point presentations using

LCD Projector to make teaching-learning process more attractive, interesting and beneficial.

- The Internal quality assurance cell of our college organises awareness programmes to make the students aware of the use and benefits of ICT.
- Our teachers do always encourage the students to contact them through mobile phone whenever necessary.

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: 95.32

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
34	34	34	35	34

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: 52.76

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
21	18	18	15	14

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 awareded 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:

The students of our college are made known at the beginning of every academic year about the Continuous Internal Evaluation process of our college through prospectus Orientation Programme and Academic Calendar. Our college has separate Examination Committees constituted of faculty members for conducting sessional examination and end Semester examinations. The Sessional Examination Committee conducts and manages the sessional examinations smoothly. Our departments conduct the Sessional Examinations of their respective subjects and papers on time and after evaluating the answer scripts they submit the marks in the prescribed format for submission to the office of the Controller of Examinations of the respective university. Evaluated answer scripts are shown to the students so that they can know their weak points for taking remedial measures. The answer scripts of the Sessional Test are sent to the university if asked for, otherwise they are kept in the custody of the respective department.

Besides Sessional Examinations, we use to give Home Assignments to the students which is also a part of Internal Assessment. Practical sessional examinations are also held in the subject having practical papers. For the smooth conduct of such practical examinations, the department appoints invigilators for assisting the external examiner.

The Internal Assessments are done on basis of the performances of the students in the sessional Tests, Home assignments and percentage of class attendance.

Separate Examination Wing: Our College has one separate Examination Wing to look after the examination related works in the College. It is constituted at the beginning of the academic year consisting of the Principal as the Officer–in- Charge, `the Vice principal as the Deputy Officer–in- Charge and two Assistant professors as the Assistant Examination–in-charge, four administrative assistants and five grade four employees. It has one separate computer and one printer and one Xerox machine to do all the examination related works smoothly.

Orientation at Department Level: We use to provide orientation to the students regarding Internal Assessment at two different levels. At the beginning of each academic session, an Orientation programme is held to give knowledge especially to the newly admitted students and to the create awareness among them.

Evaluation:

The faculty members of each department evaluate the answer scripts and assess the student's progress.

On basis of the performance of the students, their progress is assessed and checked.

Grievance Redressal System:

The College has a Grievance Redressal cell to look after and redress the grievances of the students. The cell is consisting of the principal of the college as the Chairperson, one senior teacher as the Co-ordinator and three other teachers as members. The cell redresses the grievances of the students with three-tier mechanism for the welfare of the students. Though we have three-tier grievance redressal mechanism but first two of them are limited to college level only while the third level is the upper level i.e. university level. If any student is not satisfied with the response of the first two levels then he/she may approach the university level. If any student approaches the university level even then the first two levels help the aggrieved student to do so. The Grievance Redressal System of the College is time bound and efficient.

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:

Though the learning outcomes are not clearly written but we expect the following specific as well as general outcomes of the courses offered in the college.

General outcomes: We expect the following outcomes of the courses in general:

- To enable the students to master knowledge and skill in the specific subject and programme
- To foster essential life skills
- To foster critical thinking
- To foster analytical competencies
- To facilitate a positive approach towards diversity, inclusion, compassion and a sense of responsibility
- To inculcate social and moral values and to make the students good human being
- To develop competitive attitude
- To create sense of duty to society and environment.
- To enable the students to contribute to the process of Nation Building.

Specific Outcomes:

- We expect that the students of Assamese and Bodo literature must acquire and master the adequate knowledge of the history of formation, evolution and development of the Assamese and the Bodo language and literature.
- We expect that the students of social sciences master proper knowledge of their respective subjects.
- We expect that the students of English literature master proper knowledge of the English language and literature
- It is expected that after completion of graduation in commerce our students master adequate knowledge about the wholesale trade, retail trade, export trade, import trade, movement of goods etc.

The college monitors and communicates the progress and performance of students through:

- Classrooms interactions
- Performance in Sessional tests
- Performance in Laboratory work
- Performance in Semester end examination

How the students are made aware of the learning outcomes

- The college organises orientation programme at the beginning of every new academic session specially for newly admitted students to provide orientation about their courses and to make them aware about their course outcomes.
- The teachers of the college use to make the students aware about their course outcomes and motivate them specially in their introductory lecture.
- Guests and the teachers of the college use to remind the students about their course outcomes and duties and motivate them in their lectures delivered during different occasions like Freshmen's Social day, Annual Prize Distribution day, Teachers' day, Women's Day, etc.

Communication to the Teachers and Students:

The following initiatives are adopted by the college to maintain proper communication to the teachers and students regarding Course Contents and Course outcomes:

- The syllabus or course Contents are distributed among the students at the beginning of the session.
- The syllabus or course Contents are clearly mentioned in the admission prospectus
- Students are made aware of the syllabus or course Contents in the classrooms at the beginning of the academic session by the subject teachers.
- The results of the semester end examinations are displayed on the college bulletin board.
- The results of the semester end examinations are displayed on the departmental notice board immediately after the declaration.
- Students are encouraged to visit the college website and university website for latest updates.

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:

The college does not have any fixed mechanism to evaluate the attainment of the Programme Outcomes, Programme Specific Outcomes and Course Outcomes. The College evaluates the attainment of Programme Outcomes, Programme Specific Outcomes and Curse Outcomes through various parameters:

- By conducting and evaluating the performance of the students in the Sessional Tests.
- By assigning and evaluating home tasks
- On the basis of the students' performances in the Semester ends examinations
- On the basis of the performance of the students in various intra college and inter college competitions such as debate, extempore speech, lecture, essay writing etc.
- On the basis of the students' performances in the laboratory.
- On the basis of the leadership quality of the students
- On the basis of their post-graduation activities in the society.
- On the basis of the rate of their getting employment
- The knowledge and skills are measured as course outcomes through various examinations like class tests and surprised tests,
- On the basis of the students' performances in projects, field works.
- With the help of problem-solving exercises, industrial visits, surveys, project works, field reports, practical copies, group discussions, case studies, excursions, on job trainings etc.
- Analysing the success rate of the students in higher education, self-entrepreneurship and employability.
- On the basis of the success rate of the students in the competitive examinations.
- On the basis of the maintenance of relation with the college after completion of the course.

- On the basis of analysis of the student's feedback regarding teaching learning process taken from time to time.

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: 55.45

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
89	88	79	116	81

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
156	160	153	168	180

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: 3.38

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: 0

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:

Upendra Nath Brahma College, Kajalgaon being an undergraduate institution has not yet acquired any authorization for the incubation centre associated with business start-ups or establishment of Indian Knowledge System. Also, the college has not being able to establish any ecosystem for innovations so far. But, the college encourages its Faculty members to encourage and support the students to maximize their learning potential. The students are motivated to develop their extracurricular skills. The college made few possible attempts to organize career oriented and overall personality development of the students during the assessment period.

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: 2

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
2	0	0	0	0

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

3.3 Research Publications and Awards

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

Response: 0

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
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

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

Response: 0.63

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
7	03	03	7	02

File Description	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:

Extension Activities:

Our institution is intensely involved in different extension activities enthusiastically. It has immensely motivated and encouraged our students to participate in various extension activities that are being organized by the institutional departments and respective cells. The extension activities through NSS made an attempt to instil social responsibility and groom overall personality. The primary intention of the extension activity is to arouse social consciousness among the students and create awareness on social issues by providing them opportunities to work with and among the people. Also, it is aimed to develop an awareness and knowledge of social realities to have concern for the well being of the community and engage in creative and constructive social action. The students are at the same time encouraged in creating campus community partnership with the motive of developing and learning feasible reality of the society.

The college has adopted one village namely Palasbari , Kajalgaon on 19/03/2022 where different activities are carried out such as:

1. **Cleanliness drive**
2. **Sanitary napkin distribution**
3. **Plantation programmes**

Moreover, Santipara L.P School was also adopted through NSS and the following activities are carried out:

1. **Health and Hygiene Awareness Programme**
2. **Distribution of Study Kits among the students.**

The NSS Cell has organised **Government of India Health Card facility** awareness programme on 19 April 2022 to create awareness about the health initiatives of Government of India.

Apart from the NSS, the College contributed to the **Chief Minister Care Fund for flood relief** on 20-7-22. The College also distributed food items and other necessary items like medicine, sanitary napkins, drinking water, etc. to the victims of flood affected area in Sijubari, Chirang on 20-07-22.

Our College also encouraged the students to participate in the **World Environment Day**, being organized by the Eco Club and Green Audit Cell of the College on 5-06-22.**Human Rights Observation Day** on10-12-2021. Both the event was being observed in the college premises.

The College further encouraged its students to actively participate in the **Mass Plantation Programme** organized by the IOCL in collaboration with U.N. Brahma College. An attempt was also made to make the students participate in the **Yoga competition** organized by the **District level Assam Yoga** which was a part of the **National Ayush Mission, Assam**. The competition was held in the college campus.

File Description	Document
Upload Additional information	View Document

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

Response:

Our Institution has not recieved any awards or recognition from any Govt. recognised bodies during the assessment period.

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: 5

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
5	0	0	0	0

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: 1

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:

The Upendra Nath Brahma College, Kajalgaon as an educational institute came into existence in the year 2001 with a single Arts stream. It was founded as a venture institution by the local people to provide a quality higher education in the locality. It aims to develop and practice a best human values among the people living around. Thereafter gradually as the demand for business education was increasing in the area the college started commerce stream in the year 2010.And now at present the college has two stream Arts and commerce.Itwas in the year 2021 Services of Arts stream of the college was provincialized by the Govt. of Assam.On the other hand commerce stream is running as venture status. The college is situated at Kajalgaon in the heart of Chirang District near NH-31 just opposite of District Administration office.The college has faced many ups and downs to reach the present status.Since inception, the institution has upgraded its infrastructure to maintain quality education system. The institution follows norms laid down by the Affiliating University, UGC and Govt. of Assam.

Physical Infrastructure facilities are divided under three heads a) Instructional area, b)Administrative area and c) Amenities area

Facilities	Room description	Quantity
Instructional Area	Class room	16 rooms
	Digital Class room	1 rooms
	Computers	18 nos
Administrative area	Principal’s Room	1
	Office room	1
	Sr. Asstt. cabin (Planning section) Sr. Asstt. cabin (Accounts Section) Jr.Asstt. cabin(Examination) Jr.Asstt. cabin(Registration)	

	Exam control room	1	
	IQAC Room	1	
	NCC Room	1	
	Store Room	1	
	Teacherscommon Room	1	
	Computer	11nos	
Amenities	Central Library	1	
	Librarian’s room	1	
	Reading Room for students	1	
	Girls’ common Room	1	
	Boys’ Toilet	2	
	Boys urinal	6	
	Girls’ Toilet	1	
	Girls urinal	5	
	Auditorium hall	1	
	College Canteen	1	
	Cycle & Motorcycle stand	1	

For Disabled persons the college has only one ramp towards administrative block, teachers’ common room and central library. During last five years no disable students has been enrolled in the college yet the college is planning to make more ramps for remaining class rooms. Free WIFI internet connectionto the whole campus, First aid facility. The college has parking space inside the campus for students and teachers. 24×7 CCTV surveillance system has been installed in some class rooms and around the college building.

File Description	Document
Upload Additional information	View Document

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

Response: 11.6

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
7.63	4.82	0.31	6.26	0.40

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:

Upendra Nath Brahma College Central Library is situated in the ground floor of the main academic building of the college. The library is comprised of more than 9862 books. It has capacity of 23 reading seating for the students. Our Library is semi-automated with the latest library management software solution KOHA. Presently altogether we have 15 number of periodicals and 5 newspaper. Moreover the college library have recently subscribed N-LIST

- Name of ILMS Software: KOHA
- Nature of automation: FULL
- Server version: 21.05.08.000
- Year of automation: 2022
- Library link: unbrahmacollege.edu.in/about-library/

Features of KOHA:

- Koha is a web OPAC integrated library system (ILS)
- Koha at DCNCL offers a dedicated cloud server ensuring 24×7 access.
- User friendly search facility.
- The software is multilingual and transferable.
- Koha’s online public Access catalogue, circulation management and self check out interfaces are based on updated technology.

Library sections:

- Periodical section
- Reading hall for students and staff separately
- Book collection- subject wise-DDC- Dwey Decimal Classification
- Circulation

Library facilities:

- CCTV Surveillance for security reinforcement.
- Subscription of various journals- print and online.
- The Library has open access system
- Reference services

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:

The college has adequate IT facilities to Library, Office and various departments. These IT facilities are updated at regular intervals. We have Arts and commerce stream and it has dedicated computer laboratory with 18 no's of computer with Wifi and LAN facility with dedicated storage server. The college has adopted the concept of automation of Office work along with Library and in other activities as well. At present our library is almost fully automated using KOHA software. We have computers in every departments of the administrative sections. The college has 3 nos of broadband connection from BSNL fibre with 1000 KPBS speed. There are 3 WiFi hot spots created initially one at library,one at IQAC room and one at principal office room. The college has managed to provide one IT facilities for the teachers in order to enhance teaching learning more effective. The college has planned to establish more IT facilities in near future with efficient WiFi system aimed at catering to the needs of all the students and staffs.

File Description	Document
Upload Additional information	View Document

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

Response: 41.67

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

Response: 18

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	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: 13.83

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
8.91	2.41	6.44	2.96	2.43

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: 29.01

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
318	251	236	149	134

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: C. 2 of the above

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
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: 0

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

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

File Description	Document
Institutional data in the prescribed format	View Document

5.1.4 ***The institution 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: C. 2 of the above

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
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: 5.61

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
16	3	4	1	1

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
89	79	116	81	81

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: 0.48

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
02	0	0	0	0

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

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: 1

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
01	0	0	0	0

File Description	Document
Upload supporting document	View Document
list and links to e-copies of award letters and certificates	View Document
Institutional data in the prescribed format	View Document

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

Response: 1.6

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
4	4	0	0	0

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

5.4 Alumni Engagement

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

Response:

The Upendra Nath Brahma College has an Alumni Association and the same is titled as **The Alumni Association of Upendra Nath Brahma College.** The Alumni Association of Upendra Nath Brahma

College has been formed in 2022 and has been rendering co-operation and working actively as an integral part of the college for its development. But the Alumni Association is yet to be registered, of course, the work of registration is under process. The President, Secretary and other members of the Association are very active and maintain a good relation between the college, students and the alumni. The Association works in a well organised manner and take decision though its meeting. They always in touch with the college and extend helping hands as to the college. The Association extended physical and financial help to building up an Orchid Garden inside the Campus which is considering as the best practices of the college. They also donated sporting materials to the college for the benefit of the students and holds sporting activities. On World Environment Day the Association plant trees in the College Campus and erects fencing for their protection. They render even financial supports to the college to enable the institution to do some necessary and important work. In short, The Alumni Association of Upendra Nath Brahma College always co-operates with the College community for the greater benefit of the college in particular and the society in general.

File Description	Document
Upload 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:

Institutional Governance Mechanism and politics:

- The college is established in a rural area with the vision to provide quality education to poor rural students for transforming the live of the rural masses.
- Our college aims to fulfill the academic requirement of everyone irrespective of caste and creed. It aims at enhancing collaboration among schools, organizations and other leading institutions of areas with a view to provide opportunities to the students of the higher studies.
- To refine and improve the respective arts, cultures, games & sports through various co-curricular activities.
- To provide the quality education for all sections of the society and look forward to meet the emerging needs and challenges.
- The campus is a tobacco free zone.
- To mould and help the learners cope up with the environment where plurality of customs, beliefs and diversity of the cultural prevails.
- Under the monitoring of a dynamic and dedicated management, the institute functions via a participative and decentralized system of governance.

Governance Mechanism:

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

- The governing body is the supreme in respect of framing the policies.
- The president of the governing body is always a renowned educationist and work as the chief trustee. He is assisted by principal as the ex-officio secretary of the governing body.
- It is constituted of various stake holders like Member of Legislative Assembly, social activist, Retired Teachers, Principal, Office assistance, IQAC coordinator and Alumni.
- The governing body gives required directions to the principal to execute the plans according to mission and vision of the college.
- To develop the sense of collective responsibility and team spirit, the decisions are adopted through a democratic style.

Institutional preparedness for NEP:

The college is an affiliated college under Bodoland University, Kokrajhar, Assam. At present college imparts education in Arts and Commerce discipline and ready to introduce NEP with same

discipline. The college strictly follows courses and curriculum prescribed by the affiliating university. As a measure for preparedness of NEP -2020 the college has already constituted a NEP Task Force on 26th May, 2022. Simultaneously the NEP Task Force attended various workshops and seminar organized by affiliating university and RUSSA.

The institution practices decentralization and participative management:

All the departments of the college function under the direct supervision of the principal. Day- to-day academic activities of the department are taken care of the HODs. Examination related activities are supervised by the examination committee. The Central Library is supervised by the librarian as ex-officio secretary and principal as chairman.

As an institutional head principal is the overall in-charge of the administrative department, Examination Cell, Central Library and all the departments. From time to time principal conduct meeting with the concerned cell in charge/HODs and other faculty members to discuss various issue after with resolutions are adopted for further action.

File Description	Document
Upload 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:

The college ensures participation of teaching and non-teaching staff in decision making process and implementation of plans. The college has decentralized the academic decision in the sense that different departments have freedom to take their own decision regarding admission into major course and other academic activities. They formulate plans and policies for department under the supervision of head of the department. The requirement into implement these plan are mostly fulfilled by principal and G.B accepting the plans as such. If there is any different of views between the management and the department or there is any financial constrains, the principal call a meeting with the faculties and takes proper decision on that particular issue. The library books purchase is requisitioned by librarian and budget is allocated by the principal.

The college is affiliated to Bodoland University and all activities, rules and regulations are done by following rule and regulations of UGC and State Govt. The governing body guides the principal and monitors the college through him.

The Governing Body: The College has and effective as well functioning organizational structure and prime administrative authority is the governing body. The body is consist of renowned educationist from the locality, Principal, a few selected staff members, guardian members and affiliating University

representatives. The highest authority is the president of the governing body, who is appointed the director of higher education.

Principal: The principal of the college is the key person having executing authority of each and every affair of the institute. He is implementing the directive of the governing body and he is the communicative agent between the governing body, government and university.

The staff unit: The unit takes adequate measure in implementation of strategic plan and policy of the college. It offers suggestions in development of the different aspect of the college.

Committees and cells: In order to smooth functioning of the administration of the college is supported by a member of the committees and cells like IQAC, planning board, Purchase Committee, Building Committee, NSS advisory committee, library advisory committee, Grievance Redressal Committee, Women cell etc.

Recruitment: The initial appointments to the institute were made by the college governing body. Later on the service have been provincialised in 2021by the government of Assam.

Promotion: Teachers get promotions under career advancement scheme as per UGC rules and Regulations. According to the UGC guidelines, Promotion is granted based on the evaluation of API Score.

Service rules: The entire employee strictly adheres to the rules and regulations framed GU and finance department, Govt. of Assam. Beside, the employees are bound to follow the instruction framed by university in respect of examinations, evaluations, curriculum revision etc.

Grievance Redressal Mechanism: there is a grievance redressal mechanism in the institute led by the principal of the college. The coordinator of the women cell is also involved in the mechanism. The library is granted to all employees to raise their objections before the committee.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	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: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	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 college has developed a pro-active environment in the campus to provide job satisfaction to employees of the institution. Some of the welfare schemes for the benefit of the employees are as follows:

- Free Wi-Fi facility in the campus and domain institutional E-mail address to all the employees.
- Canteen facilities are offered to all the employees at subsidized price. The quality of the food stuff is ensured through monitoring from time to time.
- Special casual leave is granted on critical medical emergencies.
- Serious discussion related to the staff members is conducted and the IQAC hall is used for the purpose.
- Free health check-up is available in the campus.
- COVD-19 vaccination programme in the campus.
- Child care leave is granted to the women employees of the college.
- Employees fund is maintained in the college and financial help is provided employees in urgent need.
- Leave are granted to the teachers for pursuing PhD programme.
- Leave are granted to the teacher for FIP, FDP, orientation, seminars workshop and other carrier benefited programme.
- Minimum interest loan are issued to the employees in their urgent need.

Other welfare schemes:

- Maternity leave is offered to the entire women employee for 180 days to protect the interest of mother immediately before and after the child birth. Leave benefits are provided who have miscarriage.
- Paternity leave is granted for 10 days to male employees to take care of the new born baby and mother.
- The authority encourages the teacher to apply for promotions without any delay and adheres to the UGC guidelines for their carrier achievement.
- Group insurance is offered to the employees for the own welfare.

- National pension scheme (NPS) is a voluntary contribution pension system available in the campus. The employees can contribute to their pension account during their service term.
- Candidate is offered to assessment for their promotion purpose.

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: 0

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
Policy document on providing financial support to teachers	View 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: 8.23

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
12	03	02	02	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
16	16	16	16	16

File Description	Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document

6.4 Financial Management and Resource Mobilization

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

Response:

- The college has a mechanism for both internal and external audit. The Governing Body regularly monitors proper and effective utilization of financial resources with help of an effective and transparent auditing mechanism. The institution conducts both internal and external audit for the Government and Non- Government funds. Competent auditor is engaged by the Governing Body for Internal audit. The Auditor Scrutinizes and verifies acute details of cashbook, cash receipt, cash vouchers, Fees Receipts, Fees Deposit Receipts, Donation Receipts and submit Audit Report. The report reflects the financial status of the institution. The College maintains several accounts and Statutory Audit of all the accounts are done by a Chartered Accountant every year. Each and every financial transaction and account of the college is audited. The account Officer maintains all the accounts of Government and Non- Government funds on behalf of the Principal. All the kinds of Income and expenditures comes under the Statutory Audit. The external audit has not been done by the Auditor appointed by the Govt. of Assam, since the college has been recently provincialized in the year 2021.
- The college sends proposals for grants to the Central Govt., State Govt., BTC authority and neighboring Industries like Indian Oil Corporation of India (IOCL), Dhaligaon, Chirang District, National Thermal Power Corporation Limited (NTPC), Salakati, Kokrajhar through CSR Fund in order to meet expenses for construction, repair and renovation of the college building and premises. The institution has able to secure additional funding from the Central Fund for Girls' Hostel, WPT-BC, State Govt. for Community Hall and MP-LAD Departmental Building. The construction of building which is sanctioned by the Central Govt, WPT-BC, State Govt. and MP-LAD is still going on.
- The college ensures that the resources are completely used for the fulfillment of the needs of the stakeholders. The departments and other wings are asked about the approval of their budget and to maintain proper account and reports of expenditure. In respect of all the funds that are utilized by the college administration, internal and external auditing is conducting at the end of every fiscal

year and it is ensured that proper accounting and utilization has been done. The Account officer maintains all the accounts and the Principal is accountable for all the financial transactions.

File Description	Document
Upload Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

- UNB College is committed in its endeavor to improved the quality of teaching and learning process. The Institute has a strategic plan to promote and develop measure for constituting quality enhancement practices to improve the overall performance of the college. Its Internal Quality Assurance Cell (IQAC) Carries out activities that encompass all aspect of the institutes functioning.

  The IQAC has been instrumental in planning reviewing following up and setting up quality indicators and reviewing the procedure periodically for achieving and maintain quality. The main endeavors include:

- Improvement in quality of teaching.
- To keep surveillance upon the extensive and outreach programme of the department of College.
- Attendance monitoring and feedbacks through cells.
- Conducting class wise Seminars and workshop.
- Conduct of co-curricular and extracurricular activities through committee cells.
- Introduction best practices.
- Faculty development programmed are organized.
- Programme are organized to enhance professional competency
- **Regular Practices:**

- * Research Cell has been formed in the college. Three of our faculty members from various department pursuing Ph. D. Degree.

- **Students Feedback on Faculty, Teaching-Learning Process & Evaluation:**

- Students Grievances Cell (SGC) has been formed for students' feedback.
- Student grievances cell are regularly contact with students to take feedback.
- Feedback from the students is also taken by the teachers of each department for their respective courses.

- No Faculty members did and will be involved in the students' feedback process. Only students allow to give feedback on faculty, teaching learning process & evaluation.

File Description	Document
Upload Additional information	View Document

6.5.2 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); 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: B. Any 3 of the above

File Description	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

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-education institution with about 366 female students. The institute maintains promising safety and security related to academic environment to the students. The institution is committed to maintain zero tolerance policy against gender discrimination, ragging, racial issues and sexual harassment.

Safety and Security:

- **Campus Boundary**: The college campus is fully protected with boundary walls and gate is checked by security personals at the college gate.
- **CCTV surveillance:** The college has installed 23 cameras which are operational for 24 hours a day.
- **ID card:** The College has made mandatory to wear college ID card for the students.
- **Complain Box**: The college has installed complain box in front of the college building to make free and fair complain. The objective is to create harassment free and ensured full security to the women folks in the complex.

- **Women cell, Grievance Redress Cell**: The College has constituted the cells to meet various grievances of the students and to ensure discipline in the college campus. The college authority supervises any gender related issues if it is arise in the college campus.
- **Anti Ragging Cell**: The College has anti ragging cell which ensures zero ragging in the campus and the committee includes faculties, guardian members, office staff member, representatives from student union as members.
- **Counseling**: There is counseling cell in the college which is taken care of by the counseling cell members.

1. **Counseling Center**: There is counseling center in the college. This center helps the students to get rid of their personal stresses and strains.
2. **Counseling by staff**: The teaching staff provides required counseling to the needy pupils whenever situation demands. Non teaching staffs support the students in official matters such as admission procedure, fee payment, online admission and transactions, errors in certificates and other documents related matters.

- **Common Rooms:** The institution has accommodated common room for female students. The sufficient numbers of toilet are separately available for male and female students.

- The college ensures hygiene condition of the common rooms specially girl’s common room.
- The college has facility like bedding, first aid box, dressing room etc. which are optimally used by the lady teachers and girl’s students.

File Description	Document
Upload Additional information	View Document

7.1.2 The Institution has facilities and initiatives for

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

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document

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

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

Response: C. Any 2 of the above

File Description	Document
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

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 observes the National Integration days commemorate the great personalities by celebrating their births or death anniversaries. The college also celebrates traditional festivals like Saraswati Puja etc.

- **Independence Day**: The College celebrates the India's Independence Day on 15th August every year. On this auspicious occasion, the College has hoisted prestigious India's National Flag, National Anthem is sung and various great freedom fighters are recalled who sacrificed their life for the cause of the Nation.
- **Republic Days**: The great Republic Days is celebrated in the College on 26th January with India's National try color Flag. On that day, the importance of the Constitution, Democracy, Republic and National integration is talks.
- **World Environment Day**: Every year, the world environment day is celebrated on 5th June every year. The students are allowed to know about the importance of environment protection and their sustainability.
- **International Women Day:** Every year, International Women Day is celebrated in the College on 8th March with great enthusiasm. Specially, ladies teacher and girls' students are run the program and male teacher helps to make the program a grand success.
- **Teacher Day:** The teacher day is celebrated on 5th September with great enthusiasm. The teachers are facilitated on this day by the students and take blessing from them.
- **Gandhi Jayanti:** Gandhi Jayanti is celebrated on 2nd October in the College. On that day students are made aware about Gandhian philosophy of non-violence, truth and peace.
- **Upendra Nath Brahma Birth Anniversary:** The institution celebrates Upendra Nath Brahma birth anniversary on 31st March every year. The students are sensitized with his philosophy and thought.
- **Boro Thunlai San:** The esteemed institution observed 16 November as Boro Thunlai San. At this occasion, teaching and students community participated with great enthusiasm and remembered the great sacrifices for the cause of the Bodo scripts.
- **International Yoga day:** The College has observed International Yoga Day every year. This observation promote among the youths and Students community about healthy lifestyle.

Title of the programs	Period From	Period To	Number of Participants	
			Male	Fe
Celebration of International Women Day	08/03/2022	08/03/2022	21	6

Celebration of International Yoga Day	21/06/2022	21/06/2022	65	3

File Description	Template	Documents

File Description	Document
Upload Additional information	View Document

7.2 Best Practices

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

Response:

Title of the Practice: Orchid Garden

The Context: Orchid garden means planting orchid plants and shrubs in a specified place. U. N. Brahma College made an effort to grow orchid garden at the College premises which are locally available in our area with a view of maintenance and preservation. Further, to beautify our college with orchid plants. The esteemed institution signed a MoU by Ansharam Narzary, owner of Biyad Orchid Nursery at the ratio 40:60.

Objective of the practice: Every species poses some special attributes. But, some species are going to extinct from this beautiful planet earth. It should be valued and respected and needs special cares equally. U. N. Brahma College tries to make an Orchid Garden with following objectives.

1. To preserve each and every locally available orchid.
2. To make beautification of the College.
3. To make aware about the local orchid.
4. To make commercial activities in near future.

The Practice: The Orchid is provided to the College by Mr. Ansharam Narzary, Owner of Biyad Orchid Nursery. The institution encourages donating locally available orchid of the entire faculty, office staff, students' community and fringe community. The orchid garden is beautifully managed and maintain by all the stakeholders of the college. The U. N. Brahma College Alumni Association takes special responsibility

by giving orchid garden materials.

Evidence of Success:

1. Various local orchid plants are preserved in the college campus.
2. The local and botanical names are recorded and maintained by the institution.
3. All the stakeholders participated in the orchid garden management process with great enthusiasm.
4. The orchid garden helps in eco-friendly environment in the college campus.
5. The orchid garden makes awareness about the orchid plants among the people in the fringe college area.
6. The orchid garden beautifies U. N. Brahma College with beautiful orchid plants.
7. The esteemed institution encourages future commercial purposes by making orchid garden.

Problems Encountered and Resource Required: The problems encountered while implementing orchid garden in the college campus are in the following-

1. To search local orchid plants in the local area was challenging task for all the stakeholders.
2. To identify local orchid plants was natural problems. Further, to give them local and botanical name is critical task to the college fraternity.
3. The shortage of fund is major concern for the college while implementing orchid garden within the campus.
4. It is needed more time and effort to plants orchid garden in the college.
5. To plants and grow local orchid in the campus encounter arguments among the stakeholders.

Notes (Optional): It is noteworthy that orchid garden may enhance the preservation and decoration activities in the local area. It is also bring awareness among the people about local orchid and encourage them commercial activities in the area.

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:

Programme to inculcate higher education among the students through co-curricular and discipline.

Introduction: U. N. Brahma College was established in 2001 with the view of providing higher education in the economically and educationally backward tribal areas of Kajalgaon, Assam. Accordingly, institution imparts higher education to all community people in that locality with the aim of enriched co- curricular activities and discipline.

Mission & Vision of the college: U. N. Brahma College is envisioned to achieve excellence in co-curricular activities with all section of society along with academic knowledge in the college. The college is dedicated itself to generate enriched human being in all the community with academic knowledge, sportsmanship with discipline and skill.

Main values of the College: Social responsibility is the one of the most important values of U. N. Brahma College. The other values of the college are harmony among community.

Description of the Programme to inculcate the students towards co-curricular activities with discipline.

The U. N. Brahma College is located in the district of Chirang, BTR, Assam which is one of the backward tribal areas. Most of the people are depended on Agriculture and live below poverty line. U. N. Brahma College is one of the sincere institutions in the area to start co-curricular activities with discipline. The benefits of students is not only having higher education, but also participating in co-curricular activities. Every year esteemed institution organized college week to promote and encourage co-curricular activities. The student community participated with great enthusiasm and discipline in the co-curricular activities. The College has organized inter-college sports events. For that college authority encourages students to participate every event of co-curricular activities in the campus and outside the campus. The Cultural procession is organized every year with great students' participation. In February, 2019 U. N. Brahma College students participated in Northeast graduate Congress at University of Science and Technology Meghalaya (USTM), state and won 2nd prize. The students community participated in November 16, Bodo Sahitya Sabha (BSS) at Bongaigaon College. The U. N. Brahma College students participated various literary programme held in different Colleges. For that College faculty members motivate students to participate in the co-curricular activities. Since the initiation of this institution, the college has been running this pogramme of taking college week, literary events and sports events in other college, university and institutions. Keeping the vision of the college, the good numbers of faculty of the college accompany along with students and believed that as their social responsibility towards society. This is one of the most important core values of the College.

Result of the Practice: U.N. Brahma College is located in backward district of sixth schedule area, Assam. The College has become successful to perform the duty of its social responsibility to a considerable extent in the sphere of receiving the passed out students towards discipline, various government job and self sustain activities which is possible due to its participation in co-curricular activities and motivational classes. Therefore, esteemed institution move forward to achieve through co-curricular activities great academic knowledge, ethical, spiritual, socio-cultural, scientific skill, practical knowledge and enriched human being. As a result, Langwna Basumatary becomes mountaineer, Jaimal Basumatary got in forest department, Wisdom Basumatary in PWD, Anjima Basumatary, Jwngsar Goyary, Rotima Basumatary works as teacher, Abu Kausar Mondal, Lalit kumar Ray,Ridip Kumar Ray, Bijay Kumar Ray got job in Assam Police, Dr. Nasimuddin siddique become assistant professor, Goldsmith Narzary advocate in Chirang district court, Mofidul Alam in errigation section assistant grade III, Jeenen Narzary in disaster management department Chirang district, Laodum Basumatary in social welfare department, Raja Borgoyary works in agriculture extention assistant, Ashinto Basumatary as Border Security Force. This successful trend of newly recruited person in the various government and private job signifies the good result of the college. This is possible because of active participation and cooperation of the college faculty members. This distinctive practice of the college helps in developing the local students to face challenges of the time, opens the windows of opportunities of this age for them and helps them to become ideal citizens to take part in nation building. It is a definitely great success and pleasure for the college fraternity as a whole.

5. CONCLUSION

Additional Information :

PREFACE

We take immense pleasure and pride in submitting the Self Study Report (SSR) of U.N.Brahma College, Kajalgaon, Chirang, Assam, BTR for the first cycle of accreditation by the National Assessment and Accreditation Council (NAAC), Bangalore. The founder principal of the college Dr. Denanath Basumatary could foresee the requirement of college in the rural/tribal belt of lower Assam and worked accordingly, the result of which is visible at present times. The college started with undergraduate courses in Arts, later added Commerce stream. Since then it is gradually moving upwards step by step in all spheres of higher education-curricular and extracurricular activities and is turning a blessings to the community and society at large. As we present the SSR Report for assessment and accreditation, we are trying our level best with commitment to achieve excellence through hard work and dedication in academic, co-curricular and extracurricular fields and thus play an essential role in the upliftment of society and nation in holistic way by contributing to the higher education. This report has been prepared following the guidelines of NAAC. The report is a reflection of the academic and administrative activities and functions happening during the past years in the college focusing on curricular aspects, teaching-learning and evaluation, research, consultancy and extension, infrastructure and learning process, student support and progression, governance, leadership and management, innovations and best practices and departmental exercises. It is an endeavor which encourages us to examine our strengths, assess our weaknesses, and accumulates the opportunities offered in higher education and to be preparing for the challenges that are at the forefront. A NAAC Core committee comprising of 10 (ten) faculty members has been constituted to complete the report. The committee has prepared the report by regular interactions with the Principal and the entire campus community and through group discussions with its members. The report has been finalized with utmost sincerity, honesty and collective efforts of the faculty members which are now being submitted to the NAAC for assessment and accreditation.

Dr. Nilpadmini Rabha

Principal

Concluding Remarks :

The college carries out academic activities following the norms, rules and regulations and policies of the Governments of India and Assam. Since the day of its establishment the College has been rendering its service developing and promoting human resources for the greater benefit of the society. The college follows the Curriculum designed and prepared by its affiliating university. The College always keeps in mind the students centric approach in its academic, Co-curricular and administrative activities'. The college ensures students' participatory learning through Home Assignments, Projects, field Works and Laboratory activities. Students' are provided opportunity to develop their leadership qualities through their participation in students' Union and in sporting activities. The college has a Research Cell that encourages the faculty members to do research and to publish the same. The College has a library and access to e-library which provides ample support to the students as well as the faculties to enrich their knowledge in current and latest issues.

The college has a multi tiered decision making and administrative system. The college is well administered in a co-operative way. Besides Governing Body, even the Students, union helps the Principal as and when needed.

The college has an Alumni Association titled as ‘Upendra Nath Brahma College Alumni Association’. The alumni Association also co-operates the college and maintain a good relation with the students, faculties and authority.

The college does extension activities to help the people of the neighboring villages through the College Unit of NSS.

Besides traditional teaching, the College tries to inculcate the sense of values and ethics among the students. To conclude, it goes without saying that Upendra Nath Brahma College has been rendering service for the development and promotion of human resources and thus contributing to the process of Nation Building.

6.ANNEXURE

1.Metrics Level Deviations

<table>
<tr><td>Metric ID</td><td>Sub Questions and Answers before and after DVV Verification</td></tr>
<tr><td>1.3.2</td><td>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

1.3.2.1. Number of students undertaking project work/field work / internships
Answer before DVV Verification : 68
Answer after DVV Verification: 72</td></tr>
<tr><td>1.4.1</td><td>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

Answer before DVV Verification : D. Feedback collected
Answer After DVV Verification: C. Feedback collected and analysed</td></tr>
<tr><td>2.1.2</td><td>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

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:
<table>
<tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr>
<tr><td>292</td><td>258</td><td>179</td><td>189</td><td>172</td></tr>
</table>
Answer After DVV Verification :
<table>
<tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr>
<tr><td>292</td><td>258</td><td>179</td><td>189</td><td>172</td></tr>
</table>
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:
<table>
<tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr>
</table></td></tr>
<tr><td>2.4.1</td><td>Percentage of full-time teachers against sanctioned posts during the last five years

2.4.1.1. Number of sanctioned posts year wise during the last five years
Answer before DVV Verification:
<table>
<tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr>
<tr><td>36</td><td>34</td><td>34</td><td>35</td><td>34</td></tr>
</table>
Answer After DVV Verification :
<table>
<tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr>
</table></td></tr>
</table>

34	34	34	35	34

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)***

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**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
21	18	18	15	14

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
21	18	18	15	14

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

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**

Answer before DVV Verification:

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

Answer After DVV Verification :

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

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**

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**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
10	03	03	07	02

Answer After DVV Verification :

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

7	03	03	7	02

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.***

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**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
7	0	0	0	0

Answer After DVV Verification :

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

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.***

Answer before DVV Verification : 14
Answer After DVV Verification :1

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

4.1.2.1. **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
7.06	4.24	0	6.26	0.40

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
7.63	4.82	0.31	6.26	0.40

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

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

Answer before DVV Verification : 18
Answer after DVV Verification: 18

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***

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**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
318	251	236	149	134

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
318	251	236	149	134

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***

Answer before DVV Verification : B. 3 of the above
Answer After DVV Verification: C. 2 of the above

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**

Answer before DVV Verification : B. 3 of the above
Answer After DVV Verification: C. 2 of the above
Remark : Value updated as per supporting documents provided by HEI.

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

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

Answer before DVV Verification:

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

23	4	4	1	1

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
16	3	4	1	1

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

Answer before DVV Verification:

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

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)**

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:

2021-22	2020-21	2019-20	2018-19	2017-18
16	16	0	0	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
4	4	0	0	0

Remark : Values have been updated considering the events (not activities).An event contain multiple activities. one event e.g. Athletic meet , having multiple activities have been counted as one

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***

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**

Answer before DVV Verification:

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

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
12	03	02	02	01

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

Answer before DVV Verification:

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

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
16	16	16	16	16

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**

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: C. Any 2 of the above
Remark : Value updated as per attachment

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of students year wise during the last five years** Answer before DVV Verification: 2021-22 | 2020-21 | 2019-20 | 2018-19 | 2017-18 413 | 309 | 241 | 244 | 256 Answer After DVV Verification: 2021-22 | 2020-21 | 2019-20 | 2018-19 | 2017-18 750 | 750 | 750 | 750 | 750
2.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 37 Answer after DVV Verification : 35
2.2	**Number of teaching staff / full time teachers year wise during the last five years** Answer before DVV Verification: 2021-22 | 2020-21 | 2019-20 | 2018-19 | 2017-18 36 | 34 | 34 | 35 | 34

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
34	32	32	33	32

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
49.31	19.20	27.84	43.49	27.51

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
49.31	19.20	27.84	43.49	27.51