

**Minutes of the
Meeting of IQAC
Brahmaputra Degree College
P.O. Bakulguri, Dist- Lakhimpur**

Date . 17/02/2023

Venue:- Office of the Principal
Brahmaputra Degree College.

Agenda:-

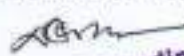
1. Chairperson takes seat
2. Objective of the meeting (Co-ordinator, IQAC)
3. Felicitation Ceremony
4. Discussion on Submission of Academic and Administrative Audit.
5. Address from the invited Auditor/ Academician of AAA.
6. Queries from the teachers.
7. Presidential of remarks and end of the meeting

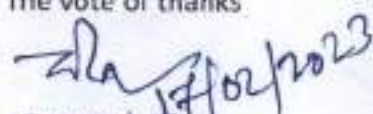
Description of the agendas

A meeting of IQAC of Brahmaputra Degree College is held on 17/02/2023 at 10:00 AM onwards in the office of the principal under the chairmanship of Mr. Gundindra Nath Pegu, Principal in- charge of the College for submission of Academic and Administrative Audit. The objective of the meeting explained by Mr. Dhruvajyoti Konwar, Co-ordinator of IQAC where he introduces Chairman of Academic and Administrative Audit team Dr. Manash Jyoti Neog Principal cum AAA Auditor / academician and Dr. Dandiram Pegu senior Assistant Professor Department of Economics, Silapathar Town College cum AAA Auditor/ academician and he informed that today we have a programme for submission of Academic and Administrative Audit as a pre- requisite work for NAAC Accreditation. As we have invited Dr. Manash Jyoti Neog, Sir, Academician and Dr. Dandiram Pegu Sir, Academician to evaluate AAA of our College and in response to our invitation, they attend here in today's programme. Then Co-ordinator of IQAC requested Mrs. Chitrallekha Doley Asst. Prof. Deptt. of Assamese & Co-ordinator of woman Cell and Mrs. Lulumoni Das- Asst. Prof. of History & Members of Women Cell of the College, felicitate Dr. Manash Jyoti Neog Sir and Dr. Dandiram Pegu Sir respectively with a traditional Assamese Gamusa.

As per the agenda, before going to submission of AAA, Co-ordinator of IQAC gives a presentation for the knowledge of AAA of the College and conveyed to discuss all information and data submitted by various departments of the College. After his presentation, Co-ordinator of IQAC submitted AAA in the hand of Dr. Manash Jyoti Neog Sir and Dr. Dandiram Pegu Sir. After that Dr. Manash Jyoti Neog Sir addresses a few words on preparing the gathering and advises some points to be included in the AAA to make it more effective and fruitful.

Moving on the next agenda some doubt and queries ask by the teachers for the better understanding of the different criteria on NAAC Assessment. At the end of the meeting, the president appreciated all the teachers present for participating the meeting. The vote of thanks offered by the Co-ordinator of IQAC.


Co-ordinator, IQAC
Brahmaputra Degree College

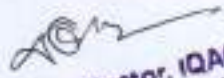

Principal,
Brahmaputra Degree College
P.O. Bakulguri-787056

Minutes of the
Meeting of IQAC
Brahmaputra Degree College
P.O. Bakulguri, Dist- Lakhimpur

Date. 17/02/2023

Members present in the Meeting on Academic &
Administrative :-

1. Mr. Gunindra Nath Pegu
2. Dr. Dandiram Pegu
3. Dr. Manash Jyoti Neog
4. Mr. Thaneswar Borah
5. Mrs. Meghali Dutta
6. Mr. Bhabendra Doley
7. Mr. Hemen Patir
8. Chandra Gogoi
9. Mr. Biswajit Doley
10. Md. Elias Hasan
11. Mr. Dharmendra Kutum
12. Mr. Pradip Patir
13. Mr. Hemanta Chetia
14. Mr. Jibanath Doley
15. Mr. Saktinath Pegu
16. Mr. Bikas Kutum
17. Mrs. Jitumoni Doley
18. Mr. Kulanath Doley
19. Mr. Jadu Doley
20. Mr. Dipanjal Doley
21. Mr. Biju Patir
22. Mrs. Lulumoni Das
23. Mr. Bijit Dutta
24. Ajit Doley
25. Dhrubajyoti Konwar


Co-ordinator, IQAC
Brahmaputra Degree College


Principal, IQAC
Brahmaputra Degree College
P.O. - Bakulguri-787056

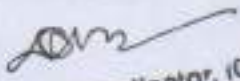
**MINUTES OF THE MEETING OF IQAC.
BRAHMAPUTRA DEGREE COLLEGE
DATE: 18/06/2022 (SATURDAY)**

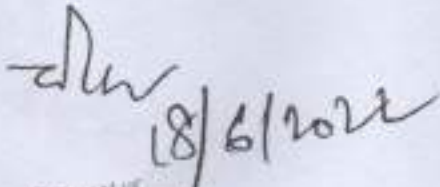
A general meeting of Brahmaputra Degree College was held on 18/06/2022 (Saturday) in the office of the principal at 1.30PM. Following request of the co-ordinator of IQAC Principal cum Chairperson takes the chair of the president of the meeting and welcomes all the members requesting their active co-operation for the smooth conduct of the meeting. The co-ordinator of IQAC hands the agenda of the meeting over to him. Then the Chairperson read out the agenda of the meeting and it was accepted by all. Then the Chairperson asked the co-ordinator of IQAC to explain the objectives of the meeting. Then the co-ordinator of IQAC explained the objectives of the meeting. The meeting discussed on the proceeding of the last meeting of IQAC and then approved by all. The meeting discussed details on the observation of International Yoga Divas 2022 and preparation of Academic Calendar with class Routine for next session. After discussing the matters, the meeting adopted the following resolutions.

Resolutions No1. Directed to IQAC to prepare for observing of International Yoga Day 2022. In this regard, necessary arrangement should be taken

Resolutions No2. Advised to IQAC to inform Co-ordinator of Academic Committee for immediate preparation of Academic calendar and class Routine for next session.

The Chairperson in his speech thanked and expressed gratitude all the members for their active Co-operation. The vote of thanks of the meeting was offered by Co-ordinator of IQAC. The meeting ended with presidential speech or remark from the Chairperson.


Co-ordinator, IQAC
Brahmaputra Degree College


Principal
Brahmaputra Degree College
Bakulghat 787054

**MINUTES OF THE MEETING OF IQAC,
BRAHMAPUTRA DEGREE COLLEGE
DATE: 18/06/2022 (SATURDAY)**

Agenda of the Meeting of IQAC

1. Chairperson takes the seat
2. Objective of the meeting
3. Discussion on the proceeding last meeting and action taken
4. Special Discussion on-----
 - a) Observation of International Yoga Day
 - b) Preparation of Academic Calendar and class Routine for next session
5. Miscellaneous
6. Adopted Resolution
7. Presidential Speech
8. Vote of thanks

Member Present in the meeting

1. Mr. Gunindra Nath Pegu
2. Mr. Dhruvjayoti Konwar
3. Mr. Suraj Bhuyan
4. Mr Pradip Patir
5. Mr. Dharmendra Kutum
6. Mr. Bijit Dutta
7. Mr. Biju Patir
8. Mrs. Meghali Dutta
9. Mr. Dayaram Patir
10. Mr. Amiya Kumar Handique
11. Mr. Rajesh Chetia

Principal & cum chairman

Co-ordinator

Asst. Co-ordinator

Asst. Co-ordinator

Member

Member

Member

Member

Member

Member

Member

Co-ordinator, IQAC
Brahmaputra Degree College

Principal, IQAC
Brahmaputra Degree College
PO - Bakuliguri-781055

18/06/2022

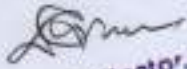
**Minutes of the Joint Meeting of Women Cell,
NSS Unit and IQAC of
Brahmaputra Degree College**

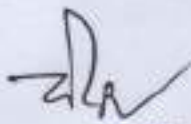
Date: - 02/03/2022

Today on 02/02/2022 (Wednesday) a Joint meeting of women cell, NSS Unit and IQAC of Brahmaputra Degree College is held in the office of the IQAC, of the College at 2:30 PM. In the meeting cum discussions were made and adopted the following resolutions.

Resolution No. 1.

"International Women Day," 2022 is scheduled to be observed in a day long programme at adopted village Tekeliphuta, P.O. Bakulguri, Dist- Lakhimpur Assam, jointly by Women Cell, NSS Unit and IQAC of Brahmaputra Degree College on 08/03/2022"


Co-ordinator, IQAC
Brahmaputra Degree College


Principal, IQAC
Brahmaputra Degree College
PO - Bakulguri-787056

**MINUTES OF THE MEETING OF IQAC,
BRAHMAPUTRA DEGREE COLLEGE
DATE: 21/05/2022 (SATURDAY)**

A general meeting of Brahmaputra Degree College was held on 21/05/2022 (Saturday) in the office of the principal at 1.30PM. Following request of the co-ordinator of IQAC Principal cum Chairperson takes the chair of the president of the meeting and greeted all the members requesting their active co-operation for the smooth conduct of the meeting. The co-ordinator of IQAC hands the agenda of the meeting over to him. Then the Chairperson read out the agenda of the meeting and it was accepted by all. The Chairperson asked the co-ordinator of IQAC to explain the objectives of the meeting. Then the co-ordinator of IQAC explained the objectives of the meeting. The meeting discussed detailed on the proceeding of the last meeting and then approved by all. The meeting discussed detailed on the proceeding of the last meeting and then approved by all. The meeting discussed detailed on observation of Anti-tobacco Day, Environment Day 2022. The meeting also discussed detailed about the preparation of IQAC for NAAC Assessment.

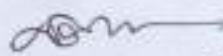
After discussing the matters detailed, the meeting adopted the following resolutions.

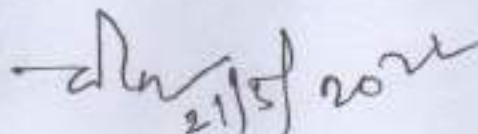
Resolution.1: Advised to IQAC co-ordinator to organize for running Anti-Tobacco Programme on 31st May 2022. In this regard, preparation and arrangement should be taken for holding this program.

Resolutions.2. IQAC should organize a day long programme for ensuring World Environment 2022 Day with Quiz competition and singing etc.

Resolution.3 Advised IQAC Co-ordinator to prepare IQA for NAAC Assessment within September 2022.

The Chairperson in his speech thanked and expressed gratitude all the members for their co-operation. The vote of thanks of the meeting was offered by the Co-ordinator of IQAC. The meeting was ended with the presidential speech from the Chairperson.


Co-ordinator, IQAC
Brahmaputra Degree College


Principal of
Brahmaputra Degree College
Bakolganj - 781025

MINUTES OF THE MEETING OF IQAC.
BRAHMAPUTRA DEGREE COLLEGE
DATE: 21/05/2022 (SATURDAY)

Agenda of the Meeting of IQAC

1. Chairperson takes the seat
2. Objective of the meeting
3. Discussion on the proceeding last meeting and action taken
4. Special Discussion on-
 - a) Anti-Tobacco Day observation
 - b) Environmental Day observation
 - c) Preparation of IIQA
5. Adopted Resolution
6. Presidential Speech
7. Vote of thanks

Members Present in the meeting

1. Mr. Gunindra Nath Pegu
2. Mr. Dhrubajyoti Konwar
3. Mr. Suruj Bhuyan
4. Mr Pradip Patir
5. Mr. Dharmendra Kutum
6. Mr. Bijit Dutta
7. Mr. Biju Patir
8. Mrs. Meghali Dutta
9. Mr. Dayaram Patir
10. Mr. Amiya Kumar Handique
11. Mr. Rajesh Chetia

Principal & cum chairman

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Co-ordinator

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Co-ordinator, IQAC

Brahmaputra Degree College

Asst. Co-ordinator

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Asst. Co-ordinator

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Member

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Member

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Member

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Member

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Member

Dayaram Patir

Member

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Member

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21.05.2022

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21/5/2022

Principal IQAC
Brahmaputra Degree College
Bakulghata, 781034

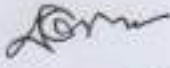
**Minutes of the Joint Meeting of IQAC BPDC
And Kherkata Dangdhara Sakha Sahitya Sabha of
Brahmaputra Degree College**

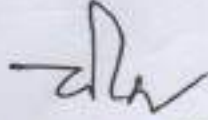
Date. 09/06/2022

Today on 09/06/2022 a joint meeting of IQAC, Brahmaputra Degree College and Kherkata Dangdhara Sakha Sahitya Sabha is held in the office of the principal at 1:30 PM. In the meeting a discussed was made and adopted the following resolutions.

Resolution No. 1

'Bishnu Rabha Divas' is scheduled to be celebrated in a day long programme on 20th June, 2022 in the premises of Brahmaputra Degree College, Jointly by IQAC of BPDC and Kherkata Dangdhara Sakha Sahitya Sabha. All Teachers, employees and students are hereby requested to participate the programme actively to make the programme success"


Co-ordinator, IQAC
Brahmaputra Degree College


Principal, IQAC
Brahmaputra Degree College
P.O - Bakulguni-787055



Government of India
Ministry of Education
Department of Higher Education
Statistics Division
New Delhi

Certificate



Reference No. C-8439-2020

This is to certify that Hemanta Chetia of Brahmaputra Degree College, P.O. Bokulguri has successfully uploaded the data of All India Survey on Higher Education (AISHE) 2020-2021.

R Rajesh

(Shri R. Rajesh)

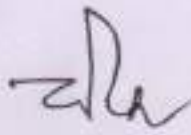
Deputy Director General

Dated: 17/02/2022

International Women Day, 8th March, 2022



Today Wednesday on 08/03/2022, Women Cell, NSS Unit and IQAC of Brahmaputra Degree College Observed 'International Women Day at adopted village Tekeliphuta .In the meeting , the empowerment of women ,development of women in the society ,way of self dependent were discussed widely. The meeting was presided by Mrs. Lulumoni Das, a member of women Cell. The meeting was inaugurated by Mr.Thaneswar Borah, Asst. Professor. Head of the department of Assamese, Brahmaputra Degree College. Mrs. Meghali Dutta Asst. Professor of Brahmaputra Degree College delivered the valuable speech as Resource person. She spoke detailed about women how make contributions in various way to the society in economically, socially and culturally etc. The teachers and students attended in the meeting. On the occasion of the International Women Day a game of chair was played or competition was organized. Award was offered to winner of the game. At the end of the meeting, the president offered thanks to all the present in the meeting and declared the end of meeting.


Principal, IC
Brahmaputra Degree College
PO - Bakulguri-787056

INTERNATIONAL YOGA DAY



NSS Unit of the college in collaboration with IQAC observed "International Yoga Day" every year on 21st June at college premises. On these occasion different types of Yoga exercise with Yoga expert, discussion on role of yoga in our life, its importance, beginning of yoga, etc. with prominent resource person have been organised.




Principal, UG
Brahmaputra Degree College
PO - Bakulguri-787055

Bishnu Rabha Divas

20th June, 2022



IQAC of Brahmaputra Degree College in collaboration of kherkata Dangdhara sahitya sabha which is a section of Assam sahitya sabha organized Rabha Divas on 20th June, 2022 at the premises of Brahmaputra Degree College. Rabha Divas Programme inaugurated with a lighting lamp by our honourable Principal Mr. Gunindra Nath Pegu. Next the felicitation was held. The welcome Speech was delivered by Mr. Biswajit Doley, Asst. Professor, Department of Philosophy and also secretary of Kherkata Dangdhara Sahitya sabha, a unit of Assam sahitya sabha. The Programme was presided over by Mr. Thaneswar Borah, Asst. Professor of Department of Assamese, Brahmaputra Degree College. Miss Niru Patir, Sri Raja Doley, Sri Hariprasad Gezera BA 2nd Sem CBSC students sang Bishnu Rabha song. Mrs. Meghali Dutta, Asst. Professor, department of Assamese, Brahmaputra Degree College recited the poem- 'Bishnu Rabha Atia kiman Rati' composed by renowned literature Birendrakumar Bhattacharya.

Mr. Suruj Bhuyan, Asst. Professor, Department of Assamese Brahmaputra College as a specific speaker delivered speech on the life and achievement of Bishnu Prasad Rabha. At the end of the programme, vote of thanks was given to all of the students and all of the audience by the chairperson.

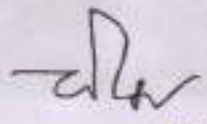
Principal, IQC
Brahmaputra Degree College
P.O - Bakulguri-787056



World Environment Day
Organized by
Women Cell, NSS Unit & IQAC
Date : 5th June, 2022

On the 5th June 2022, Sunday, the Women Cell, the IQAC and NSS Unit of Brahmaputra Degree College jointly observed World Environment Day with a day long program in the college premises. The program began with the plantation phase positively at 8 AM. Teachers and students took part in the plantation program. Various kinds of local seedlings of tree as Krishnasura, Bokul, Debodaru, Amlakhi, Guava, Mosanda etc. The theme of this environment day is only the 'One Earth'.




Principal, IC
Brahmaputra Degree College
P.O. - Bakulguri-787056



World Anti Tobacco Day

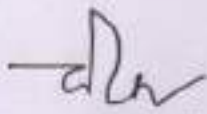
Organized by

Women Cell, NSS Unit & IQAC

Date : 31st May, 2022

On 31st May, 2022, Brahmaputra Degree College organized by IQAC, NSS Unit & Women Cell a day long programme on world Anti-Tabacco day in the College premises and outside of the college. At first a meeting was held in the college campus where the principal of this college Sri Gunindra Nath Pegu, President over. So many students, Assistant Professors and Office Staff attended the meeting. After the end of the meeting an awareness rally was organized from Brahmaputra Degree College to Bakulguri Chariali. The Teacher and students took part in this awareness rally. This rally encouraged the students and the local people to stay away from the addiction of Tobacco.




Principal, IC
Brahmaputra Degree College
P.O - Bakulguri-787056

WORLD ENVIRONMENT DAY



Brahmaputra Degree College NSS Unit observed "World Environment Day" on 5th June, every year in association with IQAC, Women Cell, etc. in the college and adopted Village. In this programme sapling plantation, quiz competition on environmental issues, seminar on "Understanding of Carbon-Dioxide, Green-House Gases and Climate Change", etc. are organised to aware the students on environmental issues at college campus and adopted village. NSS volunteers and other students, teachers, employees and college authority also participated in these programme.



Principal, IC
Brahmaputra Degree College
PO - Bakuiguri-787056

**ACADEMIC & ADMINISTRATIVE AUDIT (AAA) REPORT
OF BRAHMAPUTRA DEGREE COLLEGE. (Period from 1st July/2017 to 30th June/2022).**

Academic and Administrative Audit Team report
Brahmaputra Degree College
Place- Bakulguri, District-Lakhimpur, State- Assam (India).

SECTION : GENERAL	INFORMATION.
1. Name & Address of the Institution:	Brahmaputra Degree College, Po-Bakulguri, Dist:- Lakhimpur, State:- Assam Pin-787055
2. Year of Establishment.	5 th August, 1993.
3. Current Academic Activities at the Institution (Numbers).	09 Under Graduate programmes.
• Departments/Centres :	09
• Programmes/Courses offered.	BA Honours: Assamese BA Honours: Economics BA Honours: Political Science BA Honours: History BA Honours: Sociology BA Honours: Education. BA Pass Course/Generic in Philosophy. B.A Pass Course/Generic in English B.A Pass Course/Generic in Hindi.
• Permanent Faculty Members:	27
• Permanent Support Staff :	11
• Students :	322
4. Three major features in the institutional context (As perceived by the Peer Team) :	1. Provincialise College affiliated to Dibrugarh University and recognised under 2(f) and 12(B) of UGC Act. 2. More than 90% Students belong to ST Community Specially from Mising Tribe 3. The College is located purely in Rural Remote area in North bank of Brahmaputra river.
5. Dates of Visit of the Peer Team (A detailed visit Schedule may be included as Annexure) :-	Attached.
6. Composition of the AAA Team which undertook the on-site visit :	
Chairman :	Dr. Manash Jyoti Neog Principal, Harhi College, Gobindapur, Dhakuakhana, Dist:- Lakhimpur, Assam.
Member :	Dr. Dandiram Pegu Assistant Prof. (Sr) & HoD. Department of Economics Silapathar Town College, Silapathar, Dhemaji, Pin-787059 Assam.
Principal :	Mr. Gunindra Nath Pegu.
IQAC Co-ordinator :	Mr. Dhrubajyoti Konwar.

BRAHAMAPUTRA DEGREE COLLEGE
SCHEDULE OF VISIT OF AAA TEAM
DATE OF VISIT: 17/02/2023.

Time	Programme
10:00 am	Meeting with Principal and discuss the key issues on Academic and Administrative Audit.
10:45 am.	Presentation by Co-ordinator, IQAC, Brahmaputra Degree College.
11:15 am.	Meeting with IQAC Members.
11:30 am.	Departments Visit.
13:00 pm.	Visit to library, Canteen, Sports facilities, others facilities etc.
13:30 pm	Visit to Office.
14:00 pm	Lunch break.
14:30 pm.	Meeting with Head of the Departments.
14:45 pm	Preparation of AAA Report by the Members.
15:30 pm	Discussion with the Principal about the Report.
16:15 pm.	Exit meeting and Submission of the Report.

AAA Report of Brahmaputra Degree College

Report of Academic and Administrative Report

About the Brahmaputra Degree College

Brahmaputra Degree College was established in 1993. The College is affiliated to Dibrugarh University, Assam. In the year 2013, the college is provincialized by Government of Assam and according included under 2(f) and 12(B) of UGC Act. The college is accorded permanent Affiliation to Dibrugarh University in the year of 2007-2008.

1. Curricular, Teaching Learning and related aspects

- The College is affiliated to Dibrugarh University and it follows the syllabus, and guidelines framed by the BOS of affiliating University.
- College has an academic committee of HODs who develops academic calendar based on the affiliating university academic calendar
- The Academic Committee of the college prepares academic plan of the college on the basis of academic calendar provided by the affiliating university.
- By strict adherence of academic calendar of the college, the Routine Committee of the college develops a common routine for all the departments.
- As per guidelines of the Affiliating University, the institution introduced CBCS in 2019, and several SEC courses, Generic Elective courses are offered to the students. Hence, the academic flexibility is concerned; College provides sufficient academic flexibility to the students. Teaching plans consisting of unit wise lesson plans and completion periods are prepared.
- College identified slow learners and advanced learners, accordingly remedial classes, tutorials, assignments, etc are organized for slow learners and advanced learners are given opportunity to take leadership part within the college campus as well as out of the college..
- Learning outcomes are properly defined and communicated to all the stakeholders.
- Following modern teaching-learning methodologies are used by the institution:
 - ICT in teaching-learning
 - Provisions of tutorial classes, doubt clear sessions
 - Group discussion
 - Project works.
 - Role play
 - Students are encouraged to join co-curricular activities including NSS. In general pass percentage of students is encouraging.
 - During Corona pandemic and lock down period, teachers engaged classes through various online platforms such as Zoom, Google Classroom etc.
 - Special lectures, talks, etc are organized by some department from as per the needs.
 - Feedback system is adopted by the institution and taken from all the stakeholders.

- Examination system is well maintained and governs as per the rules of Controller of Examinations of Dibrugarh University. Every year an Examination Committee is formed to look into examination related matters, evaluation process, students grievances etc. The some of the faculty members are actively participated both in internal Assessment and external Evaluation process of Affiliating University.

2. Aspects related to Faculty, Research, Innovations and Extension

- Brahmaputra Degree College is a single faculty college with 27 faculty members of which 04 faculty members has PhD degree, 04 with M.Phil. Degree. Faculty members of the college are committed to publish research papers/articles, books, chapters and pursue research projects. Faculty members are regularly publishing research papers, articles, book chapters in national and international journals.
- Faculty members of the college extend support services to Government agencies such as evaluator of Gunotsav, etc. Some of the faculty members act as Resource persons in events women empowerment, environment awareness programme, etc.
- Institution is committed to perform various extension activities some of the major extension activities of the institution are: tree plantation drive, observance of Republic Day, Independence Day, Gandhi Jayanti, Teachers' Day, Death Birth Anniversary of Renowned Personalities of regional and national importance, National Unity Day, National Voters day, International Yoga Day, World Environment Day, NSS Day, Awareness Program on Tobacco burden and Cancer Control, Swachha Abhiyan/cleanliness drive, Awareness Program on Legal Rights of Women etc.
- The institution is active in engaging the organizations and institutions from outside the campus. Till now, five MoUs were signed which are active.

3. Infrastructure and learning Resources:

- Spread over in 45 Bigha of land, Brahmaputra Degree College utilizes its land properly. About 30 % of build up area reflects optimum utilization of available land resources.
- The College has sufficient number of classrooms with ICT facilities, separate departments with classrooms, seminar hall, administrative block, office of the Principal, teaching blocks with adequate number class rooms, rest-room facilities for students, students' union office, canteen, library, NSS office, girls' and boys' common room, etc.
- Computer lab of the college has sufficient number of computers with updated licensed software and Wi-Fi facilities.
- College has a Women Hostel which is well furnished.
- The library of the college is partially semi-automated and used SOUL 2.0 of INFLIBNET. OPAC system is adopted which make the library system user friendly. An adjacent computer lab helps the students to search e-resources. Sufficient number of Text books, Reference Books and periodicals make the library useful for the students.

- Maintenance of infrastructure is concerned; Institution forms a campus maintenance committee to maintain all the available campus facilities. It is seen that initiatives are taken to utilize all available resources effectively and optimally.

4. Student Support and Progression

- Students support and progression to the higher education is satisfactory. Faculty members are keen to support and motivate the students to pursue higher education.
- Brahmaputra Degree College Students' Union is democratically elected students' Union. The union is highly active and organizes different sports, cultural events in the college. The union also supports the college authority in different activities.
- Various Committees/councils of the college have well representation of students and students' bodies such as IQAC, Anti Ragging Cell, sports committee, discipline committee, library committee, NSS, Admission Committee, Anti Sexual Harassment cell, placement cell, etc. of the college.
- Mentor-Mentee System helps in adopting the students and conducting academic and personal counseling.
- Alumni Association of the college is processing for register. The association contributes both financially and non-financially to the institution.
- IQAC of the college in support of students union and Alumni Association organize coaching, awareness programmes to encourage students for appearing competitive examinations such as Banking Services, Railways, SSC, etc.

5. Governance, Leadership and Management

- Vision of the college is properly defined and it is reflective in the activities of the institution. Based on the vision statement, initiatives are taken by the institution to promote value-added education which is socially relevant.
- The governing body of the college is formed as per the regulation of Department of Higher Education, Government of Assam. Governing body is well representation of the stakeholders of the college.
- All the major decisions of the college are taken by using decentralization principles. Different committees are formed to perform the activities of the institution.
- Participative and decentralization management system is one of the primary aspects of institution management. The management of the college follows principles of participative and decentralization management system. Budgetary practices are visible in appropriation of the available fund of the college.
- Institution follows both external and internal auditing practices in the field of effective financial management.

6. Institutional Values and Best Practices

- It has been seen that the prime focus of the institution is holistic development of the stakeholders. Such initiatives focus Gender equity, safety and security of the girls student, socio-economic development, initiatives for sustainable environment, etc
- Waste management policy of the college is also encouraging.
- The green campus initiative of the college is commendable
- NAAC format is used in defining and performing best practices
- The academic and qualitative activities of the college are monitored by IQAC

Recommendations

- An effective policy needs to be taken for minimizing the drop-out ratio.
- Classroom teaching should be accompanied with ICT
- Sports facilities needs to be developed
- Library of the institution needs to be enhanced with more Research Journals and News Papers.
- Initiatives are required to organize national seminars, conferences, workshops, etc.
- IQAC cells needs to be more active.
- Active engagement of outside organizations is need of the hour.
- Need to take composite approach to develop students' awareness about their role in the society, their self development, etc
- Skill development programmes can be started

I have gone through the observations made by the Academic and Administrative Audit Team as mentioned in this report.

Signature of the Head of the Institution



Signatures of the Members of AAA Team:

SL No	Name		Signature with date
1	Dr Manashjyoti Neog Principal Harhi College.	Chairperson	 17.02.23. Principal Harhi College
2	Dr. Dandiram Pegu Asstt. Prof.(Sr) & HoD Department of Economics Silapathar Town College.	Member	 17/02/2023 HoD Department of Economics Silapathar Town College, Silapathar

Place: Bakulguri, Dist: Lakhimpur, Assam.

Date: 17/02/2023.