

BINANDI CHANDRA MEDHI COLLEGE, RAMDIA

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FIRST CYCLE NAAC ACCREDITATION, 2022

CRITERION-6

Governance, Leadership and Management

6.5: Internal Quality Assurance System

6.5.2: Quality assurance initiatives of the institution

- i) *Quality Audit Report*
 - a) *Green Audit*
 - b) *Energy Audit*
 - c) *Gender Audit*
- ii) *Academic and Administrative Audit Report*
- iii) *List of Collaborative Quality Initiatives by IQAC*
- iv) *Minutes of IQAC Meeting*
- v) *IQAC's five years Action Plan*

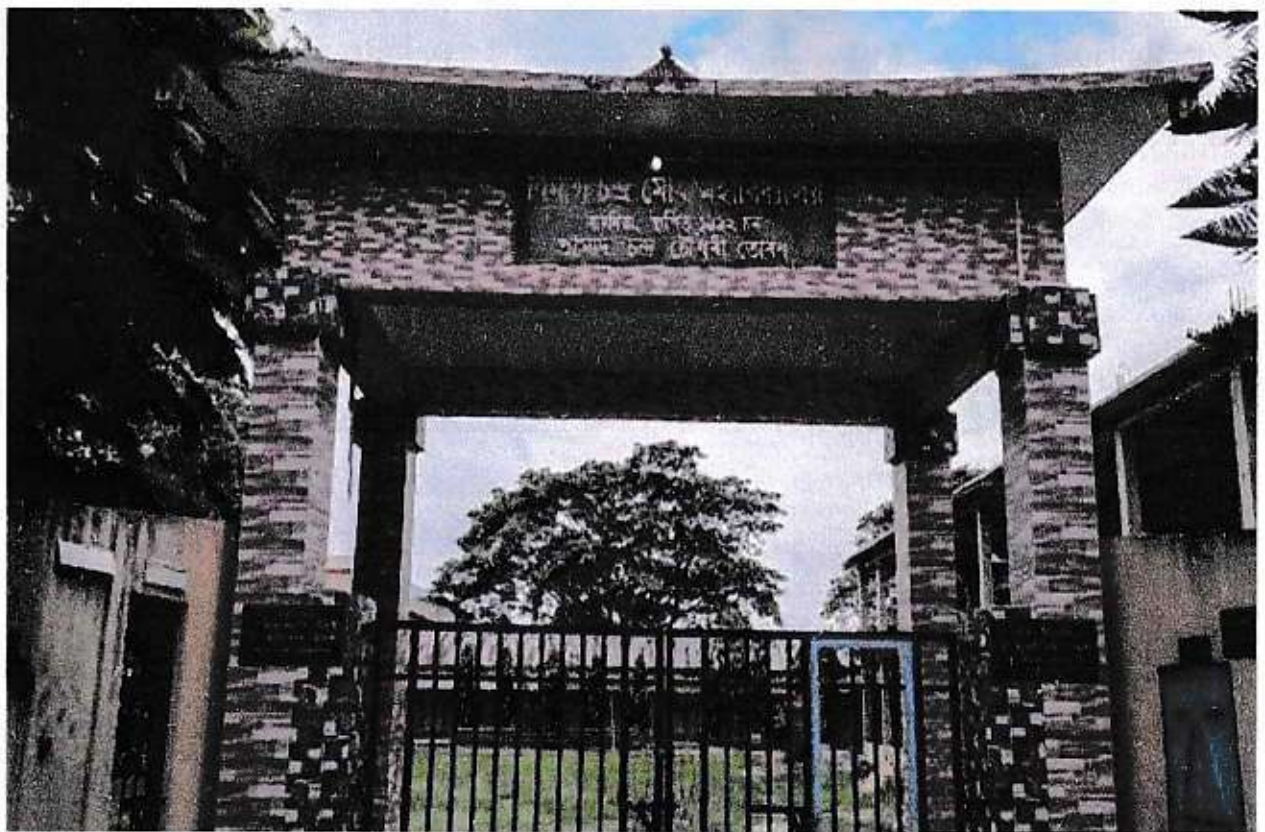
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THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

**GREEN AUDIT REPORT,
2022-23**

**BINANDI CHANDRA MEDHI
COLLEGE, RAMDIA**



P.O: RAMDIA, DIST: KAMRUP, ASSAM, PIN: 781102

CERTIFICATE

This is to certify that the Green Audit Team of Dimoria College has prepared this report on the basis of Primary data collected by visiting different areas of the college and secondary data collected from different stake holders of the college for the entire process. The team visited the College and taken many photographs of the sites and interacted with the Principal, IQAC coordinator and staff of the College. The report has been compiled by taking all reasonable care and based on information gathered.

We are thankful to the college authority for providing necessary data and information in making the report.

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A BRIEF HISTORY OF THE COLLEGE:

Binandi Ch. Medhi College, Ramdia (formerly known as Ramdia College) situated at Ramdia, an institution for higher education was established on August 13, 1992. The College is located in the western part of Sri Sri Hayagriba Madhab Dewalaya, and Poa Mecca, Hajo of Assam, which is about 30 K.M from Gauhati University. The College is located at Majorkuri village in Ramdia Mouza under Hajo revenue circle of Kamrup District, Assam

A group of dedicated persons covering the greater area of Ramdia, Bangalpara, Tokradia, Khetrihardia, Barhardia, Sobancha, Dampur etc. with their relentless and untiring effort has established this institution to provide quality higher education. Later on, the college was renamed as Binandi Chandra Medhi College, Ramdia in the name of the donor's Dr. jyoti Prasad Medhi's father as a gesture of gratitude.

Originally, the college started in "Ramdia Puthibharal Aru Samuhik Sanskritik Kendra" from 13/08/92. The college also obtained permission for concurrence on 29-12-1999 and obtained the Govt. concurrence up to part II level on 27-09-2004 and provincialised in 2013, according to the Assam Govt's Venture Institution provincialisation Act 2011. The college got permanent affiliation from G.U. on 18/12/09 and registered under Society Act XXI of 1860 on 12/03/2012. The College is included under 2 (f) And 12 (B) of UGC Act. 1956.

Till today the college gets financial support from No.1 Ramdia samabai samiti, Public donation, Theatrical performance, lottery and the financial assistance received from the Govt of Assam.

DEPARTMENTS, FACULTY MEMBERS AND NON TEACHING STAFFS:

There are total eight departments in the College which offers both H.S level and undergraduate courses. The names of the departments of the College are:

- A) Assamese
- b) Arabic
- c) Economics
- d) Education
- e) English
- f) History
- g) Mathematics
- h) Political Science

The College offers **Honours Courses in B.A** in the following subjects:

Assamese, Economics, Education, English, Political Science

Besides these, the college runs **Generic Elective subjects like-** Elective Assamese, Economics, Education, Political Science, Arabic, History and Mathematics.

There are total nineteen numbers of faculty members in the college to teach the above mentioned subjects. Besides Principal, there are total twelve numbers of office staff including Librarian.

WHAT IS GREEN AUDIT?

Green Audit can be defined as systematic identification, quantification, recording, reporting and analysis of components of environmental diversity. Green Audit was initiated with the beginning of 1970s with the motive of inspecting the work conducted within the organizations whose exercises can cause risk to the health of the inhabitants and the environment. The main aim of conducting Green Audit in a particular institute or College is not only to upgrade the environment condition of inside the campus of the institute but also to the surrounding environment of that organization. It is carried out by taking different parameters which includes: water Management, Waste Management, Energy management, Biodiversity etc. and the analysis of these parameters help to make the institute environment friendly.

OBJECTIVES OF GREEN AUDIT:

- The objective of carrying out Green Audit is securing the environment and cut down the threats posed to human health.
- To make sure that rules and regulations are taken care of.
- To avoid the interruptions in environment that are more difficult to handle and their correction requires high cost
- To suggest the best protocols for adding to sustainable development.
- To assess environmental performance.

- To promote environmental awareness.

BENEFITS OF GREEN AUDIT IN THE COLLEGE:

The Audit helps the universities or Colleges to take necessary steps or plan and polices and implements them for the campus.

The Audit assists in self assessment and the decision making process.

The Audit also develops environmental awareness amongst the stakeholders.

The Audit also helps to implement sustainable development wit efficient resource management.

It also reduces the cost in resource optimization.

ENVIRONMENT POLICY OF THE COLLEGE:

B.C.Medhi College, Ramdia always tries to protect and conserve the ecological system in and around the campus. The College takes different initiatives to protect its environment by organizing activities and tries to make the campus pollution free. The College works with all stakeholders and the local community to raise awareness. The College tries to continuously improve the efficient use of all resources like water, energy, papers etc. B.C.Medhi College takes its own responsibility to preserve the work carried out on the campus related to the environment.

PREPARATION OF AUDIT

The College Administration of B.C.Medhi College, Ramdia was very much interested to conduct Green Audit and keen in taking up the recommendations suggested by Audit Team. In consideration to this, the Principal of the College approached the Green Audit Team of Dimoria College which offering services of Green Audit of the institutions. As per request of the Principal of B.C.Medhi College, the Green Audit Team of Dimoria College agreed to conduct the audit. After this, the Audit team visited the College campus and decided to set up different criteria, and prepared number of questionnaire that are required to prepare audit.

METHODOLOGY:

The purpose of the green audit of B.C.Medhi College, Ramdia is to ensure that the practices followed in the campus are in accordance with the Green Policy of the country. The Green Audit team of Dimoria College visited the B.C.Medhi College, Ramdia on 27th of March; 2023. The team first met the Principal and IQAC coordinator to get a preliminary idea of the college. The team visited the different sites of the college to determine the parameters. The methods include the following parameters: Biodiversity of the campus, Water Management, waste Management, Energy Management, Air and Sound pollution etc. To fulfill this methodology, a detailed questionnaire for each mentioned criteria was prepared based on physical inspection of the Campus, collection of data from different stakeholders, taking photographs of different

locations, photograph of flora and fauna of the campus and then observation and review of the documentation and data analysis.

The Green Audit team decided to take up the following criteria for preparation of green audit. The main criteria are as follows:

1. Biodiversity of the campus

(a) Flora of the campus

(b) Fauna of the campus

2. Water Management

3. Energy Management

4. Waste Management

5. Air Pollution

6. Noise Pollution

BIODIVERSITY OF THE CAMPUS:

B.C.Medhi College is situated in a rural area of Kamrup District of Assam where farming and agriculture are being practiced in and around the campus. The College is trying to maintain the campus biodiversity by planting different varieties of plants in and around the campus and they are also trying to imbibe the local practices and culture in preserving local biodiversity within the campus. The College campus biodiversity includes different species of plants animal and aquatic ecosystems. The campus has different species of trees in and around the campus and a small pond on backside of the college where contains different varieties of local as well as exotic

species of fishes, crabs, frogs, snakes and other aquatic animals and planktons. Plantation improves aesthetics and helps as a buffer in reducing noise level, maintaining temperature of the area. Thus the College authority is planning to grow different varieties of fruit bearing trees that may attract variety of insects, birds and thus increasing the biodiversity.

FLORA OF THE CAMPUS:

Sl.No.	Local Name	Scientific Name
1	Ahaot	<i>Ficus religiosa</i>
2	Ajar	<i>Lagerstroemia speciosa</i>
3	Radhachura	<i>Caesalpinia pulcherrima</i>
4	Krishnasura	<i>Delonix regia</i>
5	Debdaru	<i>Polyalthia longifolia</i>
6	Arjun	<i>Terminalia arjuna</i>
7	Dambaru	<i>Gardenia latifolia</i>
8	Pine	<i>Pinus roxburghii</i>
9	Bakul	<i>Mimusops elengi</i>
10	Neem	<i>Azadirachta indica</i>
11	Mohaneem	<i>Melia azedarach</i>
12	Mango	<i>Mangifera indica</i>
13	Jamu	<i>Syzygium cumini</i>
14	Kothal	<i>Artocarpus heterophyllus</i>
15	Narikol	<i>Cocos nucifera</i>
16	Tamul	<i>Areca catechu</i>
17	Silikha	<i>Terminalia chebula</i>
18	Aamlokhi	<i>Phyllanthus emblica</i>
19	Bogori	<i>Zizyphus mauritiana</i>
20	Jolphai	<i>Elaeocarpus serratus</i>
21	Kordoi	<i>Averrhoa carambola</i>
22	Modhuri	<i>Psidium guajava</i>
23	Pati Bet	<i>Schumannianthus dichotomus</i>
24	Simalu	<i>Bombax ceiba</i>

25	Karabi	<i>Nerium indicum</i>
26	Joba	<i>Hibiscus rosa sinensis</i>
27	Sewali	<i>Nyctanthus arbor-tristis</i>
28	Kodom	<i>Hymenodictyon excelsum</i>
29	Baah	<i>Bambusa nutans</i>
30	Norohinga	<i>Murraya koenigii</i>
31	Bhedailota	<i>Hedyotis scandens</i>
32	Togor	<i>Tabernaemontana coronarea</i>



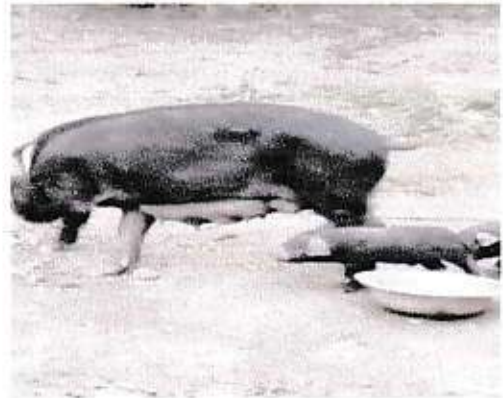
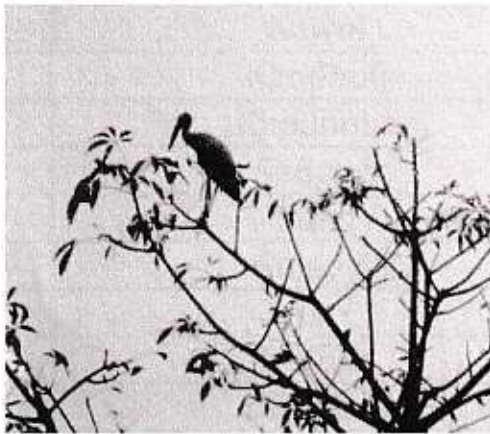


FAUNA OF THE CAMPUS: (Birds & Other animals)

Sl.No.	Local Name	Scientific Name
1	Panikawori	<i>Microcarbo niger</i>
2	Boga Bogoli	<i>Bubulcus ibis</i>
3	Konamuchari	<i>Ardeola grayii</i>
4	Siloni	<i>Milvus migrans</i>
5	Kopau	<i>Spilopelia chinensis</i>
6	Ghonchirika	<i>Passer domesticus</i>
7	Baduli	<i>Pteropus medius</i>
8	Pecha	<i>Tyto alba</i>
9	Paro	<i>Columba livia</i>

10	Bhatou	<i>Psittaciformes spp.</i>
11	Hudu	<i>Bubo bubo</i>
12	Salika	<i>Acridotheres tristis</i>
13	Masruka	<i>Halcyon smyrnensis</i>
14	Dauk	<i>Amaurornis phoenicurus</i>
15	Kuli	<i>Cuculus micropterus</i>
16	Tuni	<i>Orthotomus sutorius</i>
17	Deohah	<i>Asaarconis scutulata</i>
18	Deuraz hah	<i>Anser anser</i>
19	Gahori	<i>Sus domesticus</i>
20	Neul	<i>Herpestes edwardsii</i>
21	Mati pheti	<i>Ramphotyphlops braminus</i>
22	Gowala saap	<i>Bungarus fasciatus</i>
23	Bandor	<i>Macaca mulatta</i>
24	Dhora saap	<i>Xenochrophis piscator</i>
25	Gum saap	<i>Ptyas korros</i>





Aquatic animals found in College Pond:

1	Puthi	<i>Systemus sarana</i>
2	Rohu	<i>Labeo rohita</i>
3	Borali	<i>Wallago attu</i>
4	Mua	<i>Amblypharyngodon mola</i>
5	Goroi	<i>Channa punctata</i>
6	Kuchia	<i>Anguillidae</i>
7	Bhangon	<i>Labeo bata</i>
8	Magoor	<i>Clarias batrachus</i>
9	Bhakua	<i>Labeo catla</i>
10	Chitol	<i>Chitala chitala</i>
11	Common carp	<i>Cyprinus carpio</i>
12	Kuri	<i>Labeo gonius</i>
13	Grasscarp	<i>Ctenopharyngodon idella</i>

14	Kawoi	<i>Anabas testudineus</i>
15	Kandholi	<i>Notopterus notopterus</i>
16	Kholihona	<i>Trichogaster fasciata</i>
17	Gadgadi	<i>Nandus nandus</i>
18	Singi	<i>Heteropneustes fossilis</i>
19	Singora	<i>Mystus vittatus</i>
20	Aari	<i>Sperata seenghala</i>
21	Borolia	<i>Aspidoparia morar</i>
22	Dorikona	<i>Esomus danricus</i>
23	Chonda	<i>Chanda nama</i>
24	Tura	<i>Macrognathus aral</i>
25	Bami	<i>Mastacembelus armatus</i>
26	Chengeli	<i>Channa orientalis</i>



RECOMMENDATIONS:

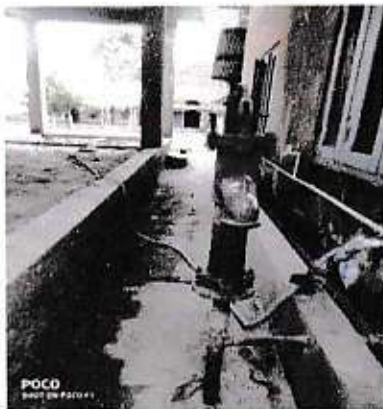
1. It is advisable to grow for more plantation specially fruit bearing plants inside the college campus.
2. The plant should be properly identified and scientific names of each plant are desirable with local names.
3. More awareness program related to plantation is necessary.
4. The backside pond of the College needs cleaning and proper maintenance is required for preservation of aquatic life.
5. The College should establish a horticultural as well as medicinal garden in the campus.

WATER MANAGEMENT:

All plants and animals need water to survive. There can be no life on earth without water. So water is a basic necessity. There's a scarcity of water. To avoid this scarcity, water is saved and managed efficiently. Water management is the activity of planning, developing, distributing and managing the optimum use of water resources. Therefore, the audit team visited the different water sources of the college campus and noticed that for consumption of water main source is tube well water. The College also has one bore well in the campus which is sometime used for water withdrawal. The water after coming out of the tube well as well as bore well stored in the water tank which moves into different buildings. The college authority uses the aqua guard for drinking purposes. The water to irrigate the plants and other construction purposes usually collected from ponds but it has been noticed that sometimes tube well water is also used in construction work. The ponds of the College require proper maintenance as well as cleanness for aquatic animals. The 2870 to 3000 liters (approximately) of water is used per day by the college for different purposes. 150 L of water per day is lost through the leaking of pipes and through tube well. The water consumption in the summer season is significantly high compared to other months. The College authority can install rain water harvesting system to reduce the tube well as well as boring water. The College has two water tanks that are installed in two different blocks and for different purposes. The capacity one of them is 8000litres and another one is 15000litres.

Details of tube well and boring water consumption per day:

Type of activity	Water uses/ person / day/Avg(L)	No.of persons using water	Total water consumptions per day (L)
Drinking	1.0	570	570.00
Washing hands and face	2.0	350	700.00
Toilet Flash	10	80	800.00
Cooking in canteen(Avg)	200		200.00
Washing utensils(Avg)	300		300.00
Water losses during uses(Avg)	300		300.00
Total Consumption			2870.00





RECOMMENDATIONS:

1. It is advisable to use the water judiciously and reduce the loss of water.
2. Rain water harvesting system is required in the college campus.

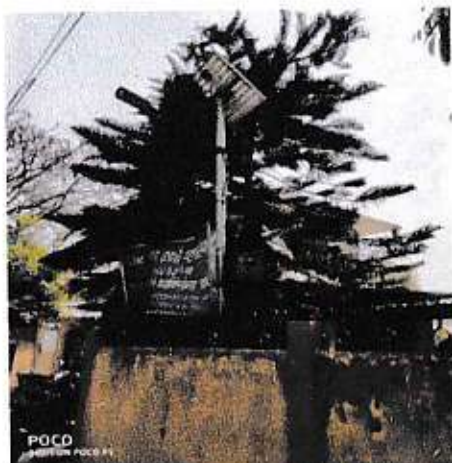
3. The backside pond of the College requires proper maintenance so that the water for construction and other activities of the college can be used.
4. 'Save Water' posters to be affixed in the classrooms, hand washing areas.
5. Repair water leaks and leaky toilets.

ENERGY MANAGEMENT:

Our world is already fraught with rising energy demands. But favorably, employing an energy management system in a building - that aims to make use of the energy sources efficiently. Energy management is the proactive, organized, and systematic coordination of procurement, conversion, distribution, and use of energy to meet the requirements, taking into account environmental and economic objectives. Therefore the main objectives of energy management are resource conservation, environment protection and cost savings. It has been observed that common electricity meter is provided for the entire college. The electricity bill for every month is not fixed and it varies time to time. But as per information received from office the latest college electricity bill (month of March, 23) is around Rs. 5000/-. But the consumption of electricity increases in summer seasons and electricity bill also increases. Currently the College is using both tube light as well as LED Bulb. Besides these, the College is also using gas (One to two Cylinders per month) for preparing food items in the canteen. The electricity consumption in the college campus is as follows:

Sl No.	Instruments used	Total numbers
1	Computer	15
2	Printer	03
3	Xerox machine	04
4	Ceiling fan	90
5	Tube lights	45
6	Aqua guard	02
7	Stand fan	02
8	Exhaust	04
9	Inverter	04
10	Water pump	02
11	Light used in the night (Tube + Bulb)	05
12	LED	40

It has been observed that the students, teachers as well as office staff switch of the lights, fans, computers, Xerox machine etc. when not in use. The College authority has taken initiative to replace the incandescent bulbs and tube lights with LED bulbs. The College also tries to run the water pump one time daily to minimize the consumption of electricity. The solar light present in front of the gate is dysfunctional.





RECOMMENDATIONS:

1. It is advisable to use solar light in the campus for night instead of tube lights or LED bulb to reduce the electricity cost.
2. It is advisable to put stickers on the switch board of the classroom displaying the switch off the light and fan when there is no class.
3. Gradual replacement of existing non LED based lights to LEDs can further bring down costs for lighting.

WASTE MANAGEMENT:

Waste management is important as it saves the environment from the toxic effects of inorganic and biodegradable element present in waste. Mismanagement of waste can cause water contamination, soil erosion and air contamination. Waste management refers to the activities conducted to manage waste from its collection to eventual disposal. So, waste management methods seek to reduce or eliminate the negative impacts that waste has on society. Waste management is an important element of environmental protection. Its purpose is to provide hygienic, efficient and economic solid waste storage, collection, transportation and treatment or disposal of waste without polluting the atmosphere, soil or water system. It is important to segregate the biodegradable wastes from non-biodegradable ones.

The waste water of the college is mainly released from washing, toilets, kitchen of the college. There are 7-8 bathrooms or washrooms are available in the college. Currently, waste water generated from canteen, washroom and other sources are deposited in the backside of the College which is connected to the roadside drainage system. It has been noticed that the College is maintaining drainage system to some extent inside the campus to release rain water stored in the campus.

The solid wastes generated from the college campus includes mainly, paper waste, kitchen waste, dry leaves of the plants. There are number of Plastic containers used as waste bins are provided in the office and many other locations of the college campus to collect the paper and other solid wastes. Being a College with non-residential facility, the quantity of wet (food wastes) waste generated in the premises is minimum. The organic kitchen wastes

are deposited in the well made by NSS volunteers of the college which are sometimes used as fertilizer. The College being an academic institution, paper waste is one of the main solid wastes. It has been known that the college authority has taken steps to minimize the paper usage and also tries to reuse the one side used printed paper for internal communication.



RECOMMENDATIONS:

1. To keep the dry waste and wet wastes a proper concrete chamber should construct.
2. It is required to proper drainage system in the campus to release the waste water'

1. It is advisable to use environment friendly bamboo waste bean inside the campus instead of plastic beans.
2. Bio-waste: Composting system to be adopted.

AIR POLLUTION:

Air pollution is the contamination of air due to the presence of substances in the atmosphere that are harmful to the health of humans and other living beings, or cause damage to the climate or to materials. Air pollution occurs when dangerous particles, gases, and chemicals are released into the air. The rate of air pollution increases every day in the atmosphere. The combustion of fossil fuels, burning of biomass such as firewood, agricultural wastes and animal wastes are the principal source of air pollution. B.C.Medhi College, Ramdia is situated in rural area, and the College campus is almost free from air pollution. The surroundings of the college are covered mainly by paddy field, trees and marshy areas. The transportation of vehicles inside the college is minimum. Around 05 four wheelers and 20 two wheelers are coming to the college every day. It has been noticed that the vehicles are usually parked inside the college campus and that may release smokes and carbon emission. This may not be sufficient to pollute the air but it is advisable to park the vehicle outside or backside of the college campus that is little bit away from the main college buildings. The authority is planning to make the parking area in one corner of the college so that it will not hamper the environment of the campus. The College burns the dry leaves and some other wastes inside the campus once or twice in a month which may pollute air of the campus.



RECOMMENDATIONS:

1. The vehicles should be parked in proper parking area to reduce the air pollution.
2. It is advisable to burn the waste material like dry leaves little away from campus.
3. Encourage the use of bicycles and public transport system by the community, particularly the student community.

SOUND POLLUTION:

Noise pollution, or sound pollution, is the propagation of noise or sound with ranging impacts on the activity of human or animal life, most of which are harmful to a degree. The source of outdoor noise worldwide is mainly caused by machines, transport, and propagation systems. . It has been noticed that the very less number of vehicles coming to the college every day and these vehicles usually comes in the morning and left the college in the afternoon. So, there is less chance of making any sound pollution during college hours. There is no Diesel Generator and any other electrical appliances to produce sounds. There is no chance of sound pollution from the vehicles plying in the road as the college is situated in the rural area. Though the College is situated beside the main road but the vehicles plying in the road is very less in number.



RECOMMENDATIONS:

1. The vehicles should be parked in proper parking area to reduce the sound pollution.
2. Encourage the use of bicycles and public transport system by the community, particularly the student community.

5

A REPORT ON
ENERGY AUDIT AT BINANDI CHANDRA MEDHI COLLEGE, RAMDIA

SUBMITTED TO
THE PRINCIPAL
BINANDI CHANDRA MEDHI COLLEGE, RAMDIA



SUBMITTED BY

Sub Divisional Engineer
Hajo Electric Sub Division
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1. Background

India is a developing country with more than 130 crores plus population. The energy consumption of the nation is gradually increasing. At the present stage the country import 80% of its fossil fuel to move the economy. About 70% of the electricity in India is generated from fossil fuel of which major component is coal. India has to depend on fossil fuel to sustain its GDP and to raise quality of life of the people. In contrast burning of fossil fuel like coal, diesel, petrol emanates CO₂ leading to accumulation of greenhouse gases in atmosphere. Accumulation of greenhouse gasses in atmosphere is an anthropogenic factor leading to global warming. In order to reduce adverse impact of climate change emission of greenhouse gasses have to be reduced. It is at this juncture that electricity and water need to be used efficiently. We need to remove inefficiencies in use of electricity so as to use its efficiently. Binandi Chandra Medhicollege, Ramdia is embarking on a road map to use electricity efficiently. It has taken the lead to carry on energy audit.

2. Introduction to Energy Audit

Energy audit is better way to increase energy efficiency and reduce energy consumption. It is an assessment of energy consumed within a time frame in a given location to find out inefficiencies. As per Energy conservation Act, 2001, Energy Audit is defined as “the verification, monitoring and analysis of use of energy including submission of technical report containing recommendation for improving energy efficiency with cost benefit analysis and an action plan to reduce energy consumption.”

In the provision of Energy Conservation Act, 2001 the Bureau of Energy Efficiency has been set up under the ministry of power. The parliament of India passed the bill on conservation of energy bill in 2001 and there by enlisting a set of rules to make efficient use of energy.

3. Scope of the Work

- **Assessment of actual operating load and scope for optimizing**
- Review of existing electrical load in the campus
- Review of electrical load based on actual requirement
- **Study of Individual units and means to conserve electrical power**
- Study of existing use of power
- Review of unit wise electrical load based on requirement

- Recommendation for saving electricity
- **Energy conservation in water pumping system**
- Observation in use of power and water
- Methods to save power and water

4. Energy Scenario of Binandi Chandra Medhi college, Ramdia

Sl. No	Data on power supply	Values
1.	Rating of distribution Transformer	100kva
2.	Connected Load	85kw
3.	Connected Demand	70kw
4	Billed Electricity Consumption in kwh (1 st January -31 st December	3381Kwh
5.	Annual Bill for Maximum Demand	
6.	Annual cost of electricity charges	61,326
7.	Working Hours	8 hours
8.	Sub-meter in individual units	Nil

5. Methodology for energy Audit

The methodology for energy audit consists of preliminary audit and post audit stages.

Step 1-Building a team for Energy conservation (ECC)

During the preliminary audit of Energy Conservation Committee(ECC) is formed with Principal as the team leader. The idea of Energy audit is a collective effort. It is essential that an energy conservation team is formed to carry forward the objective of energy audit. A meeting is scheduled between the auditor and team of to start with process. Agenda of the meeting focuses on objectives, scope of works, rule and regulation,roles and responsibilities of team members and description and scheduled project activities. During meeting the team is enlightened about power system within the campus. energy system specification, standard operating practices, importance of saving electricity and safety measures to be adopted during operation of various electrical equipment.

Step-2.Walk inAudit

After formation of ECC members along with energy auditor goes round the entire campus to take stock of various electrical power consuming devices including lighting system, fan, and various laboratory equipment.

Step-3.Documents Verification-

In this phase various documents like energy bill, agreements with utility are verified.

Step-4. Identification of energy consuming devices

After a study of the facilities energy consuming devices are identified and where appropriate field measurements are collected to substantiate findings.

Step-5. Bills by utility for analysis.

This is one of the steps where bills served by utilities have to be verified to ascertain if cost incurred on electricity charges are reasonable. It also seeks to verify balance between energy actually required and energy consumed.

Step-6. Evaluation and feasibility of Energy Conservation Measures.

After walk in audit, security of relevant data, information based on available documents, measurements where required feasibility of conservation measures is studied with pay back method. This may be segregated to short-medium and long term period.

Step-7. Preparation of Audit finding report.

The findings of recommendation of audit are documented in the audit report. This report includes description of the existing power network within the campus and focuses on areas of major energy consuming locations. A discussion with the Energy Conservation Committee highlights the need for saving energy. This will lead to save cost of electricity consumption and recommended the short, medium and long-term measures. This energy saving measures tries to rationalize the use of electricity and estimates payback period after implementation of the recommendations.

Step-8. Post Audit Period.

The energy conservation measures will bring benefits of energy and costs saving only after the recommendation are implemented. The use is on the user and stake holders of the institution to implement the ECM. The energy auditor has to highlight the importance of implementing ECM so as to achieve broader goal of efficient use of energy as stated in the energy Conservation Act 2001.

6. Energy conservation committee, Walk-in audit, observation and evaluation.

6.1 Energy Conservation Committee(ECC)

As a part of energy audit exercise energy auditor visited Binandi ChandraMedhiCollege, Ramdia 22nd Feb, 2022. The purpose was to have first hand information of electrical loads, consumption pattern and prospect of saving energy. Conserving energy is always a team work and collaborative action. The management of B.C.M.College was committed to exercise of energy audit. In the process of forming ECC and to ensure full participation of stake holders including teachers, staff and students and energy conservation committee is formed with principal as the team leader. ECC included following members.

1. Dr. Ashit Kr. Paul, Principal B.C.M.College-Chairman.
2. Abu Lais Ahmed -- -Convenor
- 3 Sri. Lalit Ch. Bharali. ---Member
4. Mr. Shahidul Islam. ---Member.
5. Mr. Ramen Das ---- Member

6.2 Walk in audit and observation:

Walk in audit forms a part of preliminary audit. In this exercise energy auditor along with Energy Conservation Team (ECC) takes a round of the college campus to observe use of electrical energy at different blocks and departments of the College and have objective assessment. The purpose of walk-in audit is to have an insight into electrical network and power consuming devices and explore if there was any possibility of saving power. The devices included lights both LED&CFL, Fans, Plug points (both 6 and 16 amps), Computers, Projectors, audio visual systems, incinerator, diesel generator, water pumps, air conditioners and so on. The team went round different blocks of college including office of the Principal administrative block, central library and laboratory. The team also had a round of departments and class rooms of English, Economics, Education, Political Science, History, Arabic and Mathematics, canteen and toilets etc. This was a learning experience for members and energy auditor to observe and evaluate the need for electricity at location in a objective manner. This walk-in audit helped the team to judge whether there can be saving of power by its optimum use.

Some Observations during walk in audit:

- I. There were a number of plug points (6 and 16 amps) in the laboratory of the department of Education which were rarely used.

- II. CFL lamps used for illumination needed to be replaced by LED lamps to save power.
- III. The 100 Kva transformer needs to be checked for oil level. If oil level is low it has to be topped up to ensure cooling of coils of transformer. The terminal joints of conductors needed to be checked for any loose connection to avoid energy loss due to spark.
- VI. There was a scope to install roof top solar system on roof facing south direction.
- V. Water taps in toilets needed to be leak proof to prevent wastage of water.
- VI. All class rooms should have a M.C.B (miniature circuit breaker) to put off electrical appliances after classes over.
- VII. There could be some hoarding in prominent places in the campus to highlight about need to save power.
- VIII. There was substation use to day light in some of class rooms which could help save grid power.
- IX. The illumination level of class rooms and toilets need to be optimized.

6.3 Data Collection:

Walk in audit is followed by data collection, information related to bills served by the utility (Assam Power Distribution Company Limited), relevant documents related to use of electricity.

Relevant data have been tabulated in various tables for scrutiny and analysis.

- I. Table-1 shows list of room wise electrical devices installed starting from Principal office room.
- II. Table-2 shows list of devices used in college. Connected load is calculated on assumption that they are in used daily for 6 hours for 30 days a month. Monthly power consumption is estimated on some basis.
- III. Table-3 illustrates monthly energy bills for power consumption of college on basis of bills served by the utility.
- IV. A pie chart illustrates the component of billed amount for energy, maximum demand and electricity duty as component of total electricity bills served by the utility for a year.
- V. The pie chart illustrates components of electrical loads like light, fan and others.

7. Analysis and Evaluation and Recommendation

I. It was evident from walk in audit that there was 378 no of 6A and 199 no of 16A plug points which increased connected load and could be done away with. It is to be reviewed if such numbers are actually required.

5
II. In all utility bills the contract demand was mentioned as 106 kva. However the recorded kva was not available in the utility bills. The utility (APDCL) should mention recorded maximum demand in energy bills. It will help us to determine actual required maximum demand and to review requirement of contract basis.

III. All CFL lamps need to be removed and replaced by LED lights.

8. Acknowledgement:

We express our thanks and gratitude to the management of Binandi Chandra Medhi College, Ramdia for giving us the opportunity to conduct the Energy Audit at B. C.M. College, Ramdia.

We are also grateful to Dr. Ashit Kr. Paul Principal of Binandi Chandra Medhi College, Ramdia, Kamrup, Assam for his valuable comments/feedback and for support with which we could prepare this audit report.

We express our sincere thanks to all other concerned officials for their support and guidance during the exercise of energy audit.

Date: 11/04/22.

Krishanu Das
Sub Divisional Engineer
Hajo Electric Sub-Division
APDCL, Hajo
Rishi
Sub-Divisional Engineer
Hajo Electric Sub-Division
APDCL, Hajo

GENDER AUDIT REPORT

2017-2022



Prepared by

Women Cell

BINANDI CHANDRA MEDHI COLLEGE, RAMDIA

Kamrup, Assam

Pin-781102

PREFACE

5

Gender equality means fairness of treatment for men and women according to their respective needs. This may include equal treatment or treatment that is different but which is considered equivalent in terms of rights, benefits, obligations and opportunities. Gender equality is a global issue and discussion on women's emancipation and her rights are discussed at the forefront of many formal and informal campaigns through worldwide. Gender awareness allows women to move beyond other conventional gender stereotypes and rigid gender role definitions. The gender audit is conducted to identify ways to make college campus safer for women. The audit process involved choosing the categories of females like general students, NCC cadets, NSS volunteers, Faculty and Non-teaching Staff; writing down the findings; sharing the results with the principal of the college for implementation of the recommendations.

Kasturi Das

Kasturi Das

Darpana Choudhury

Darpana Choudhury

Niva Kalita

Niva Kalita

Members, Women Cell

Date: 28-01-2023

Manisha

Dr. Manisha Majumda

Convenor, Women Cell

Date: 28/01/2023

Convenor Women Cell
B. C. Medhi College, Ramdia

Objectives of the Gender Audit

- To find out the areas where gender imbalance exists
- To suggest measures for bridging the gender gap
- To foster gender equality in all aspects of college community

Key Steps in Gender Audit

- Planning for audit
- Data collection
- Analysis of Data
- Draft Report
- Final Report

Introduction

Binandi Chandra Medhi College, Ramdia (formerly known as Ramdia College) is situated at Majorkuri village under Ramdia mouza of Kamrup district, Assam. The college was established on 13th August, 1992 with the objective of providing quality higher education at an affordable cost to the rural students of the greater area without discriminating gender, caste and creed. The gender audit is an attempt to study whether the college has good gender balance. It tries to see whether the college follows government rules, policies and actions formulated for up-gradation of women in society.

Gender Audit Team reviews and analyzed the operating environment of Binandi Chandra Medhi College, Ramdia. From the analysis, the team understood that the college is operating in a good environment where everybody gets same opportunity. In all the activities related to teaching learning process both the male and the female get same opportunity.

To make the female students and guardians, a few programmes are conducted by the college like Women Empowerment, Human Right, Literacy Rate of Female Child; Early Marriage etc. are conducted by the college for the empowerment. Anti Ragging and Grievance Redressal cell are formed in the college to solve any kind of issue. In the sports and culture, girls have achieved grand success.

Methodology:

Keeping in view the objectives of the gender audit, Survey Method has been used. To collect primary data on gender related aspects a self-structured questionnaire is designed for the girl students of the college. Out of 253 numbers of respondents, 30% girls have been selected using the simple random sampling method. Therefore, the total sample size came to be 76 girl students. Each statement in the questionnaire is rated on a five point scale. The options are: Strongly agree, Agree, Neutral, Disagree and Strongly Disagree.

Data Analysis

Data analysis on the basis of secondary source

Table 1: Gender Wise Detail of Total Students in the College

Sl. No	Year	Total	Male	Female	% of Male	% of Female
1.	2017-18	689	343	346	49.7%	50.3%
2.	2018-19	604	289	315	48%	52%
3.	2019-20	534	278	256	52%	48%
4.	2020-21	504	271	233	54%	46%
5.	2021-22	581	314	267	54%	46%

The table shows year wise gender classification of male and female students and the total number of admitted students of the college. It appears that the number of female students is more than male students in 2028-19 session only. In all other years, the percentage of male students is more than female. But the difference between male students and female students is very low.

Table 2: Gender Wise Detail of total Member of the Governing Body

Sl. No	Year	Total	Male	Female	% of Male	% of Female
1.	2022-23	14	9	5	64%	36%

From the data of it is seen that the female Member of the Governing Body very much less than male member.

Table 3: Gender Wise Detail of Total Teaching Staff in the College

Sl. No	Year	Total	Male	Female	% of Male	% of Female
1.	2017-18	20	13	7	65%	35%
2.	2018-19	19	12	7	60%	40%
3.	2019-20	19	12	7	60%	40%
4.	2020-21	19	12	7	60%	40%
5.	2021-22	19	12	7	60%	40%

From the data of teaching staff, it is found that the number of male staff is more than the female staff of the college. The above table proves that in the teaching staff, it needs to employ more number of female to remove gender gap.

Table 4: Gender Wise Detail of Total Non-Teaching Staff in the College

Sl. No	Year	Total	Male	Female	% of Male	% of Female
1.	2017-18	13	9	4	69%	31%
2.	2018-19	12	8	4	67%	33%
3.	2019-20	11	8	4	67%	33%
4.	2020-21	11	7	4	64%	36%
5.	2021-22	11	7	4	64%	36%

From the data of non-teaching staff, it is found that the percentage of female staff is much less than the male staff of the college. It needs to employ more number of female staff to minimize gender gap.

Table 5: Gender Wise Detail of Total Student in NCC in the College

Sl. No	Year	Total	Male	Female	% of Male	% of Female
1.	2020-21	15	9	6	60%	40%
2.	2021-22	20	10	10	50%	50%
3.	2022-23	20	12	8	60%	40%

From the data of NCC students, it is found that the percentage of female student is much less than the male student. It needs to admit more number of female students to minimize gender gap.

Table 6: Gender Wise Detail of NSS Volunteers Staff in the College

Sl. No	Year	Total	Male	Female	% of Male	% of Female
1.	2017-18	50	27	23	54%	46%
2.	2018-19	100	52	48	52%	48%
3.	2019-20	100	53	47	53%	47%
4.	2020-21	100	54	46	54%	46%
5.	2021-22	100	51	49	51%	49%

From the data of NSS volunteers, it is found that the percentage of male and female has not much difference. Since last two sessions the percentage of female is slightly increasing.

Table 7: Gender Wise Detail of total Participants in College Sports and Cultural Competition

Sl. No	Year	Total	Male	Female	% of Male	% of Female
2.	2021-22	301	121	180	40%	60%
3.	2022-23	387	157	230	41%	59%

From the data, it is seen that the female student of the college is more interested in sports and cultural activities.

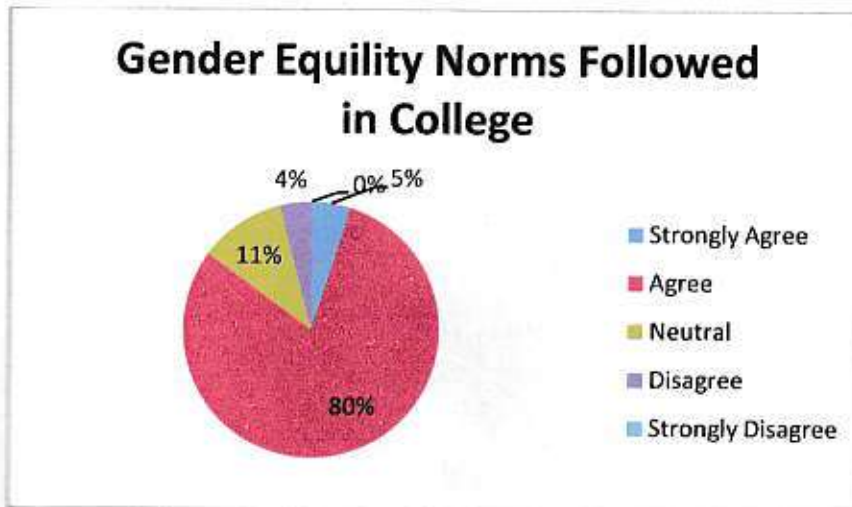
Table 8: Gender Wise Detail of total Result of the college

Sl. No	Year	Total	Male	Female	% of Male	% of Female
1.	2021-22	99	39	60	39%	61%
2.	2022-23	124	66	58	53%	47%

From the table it is clear that percentage of female students is higher in academic results than male students on 2021-22. On the other hand, in 2022-23 the percentage of female is lower than their counterparts.

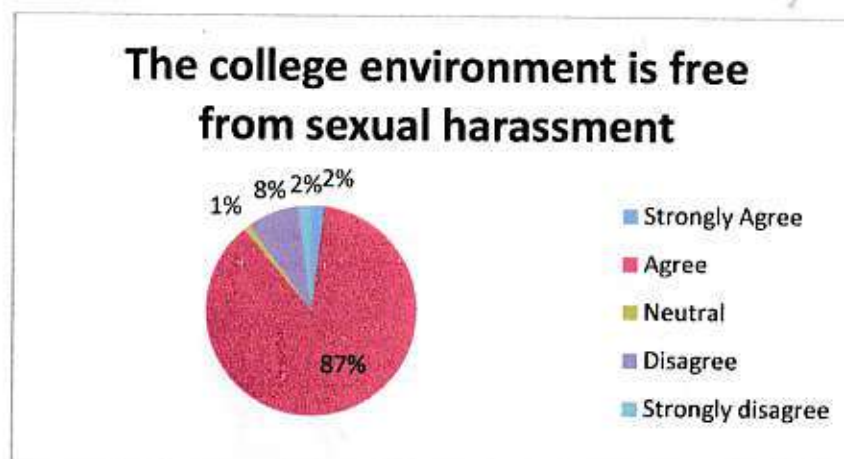
Data analysis on the basis of primary source

1. The college follows gender equality in every sphere.



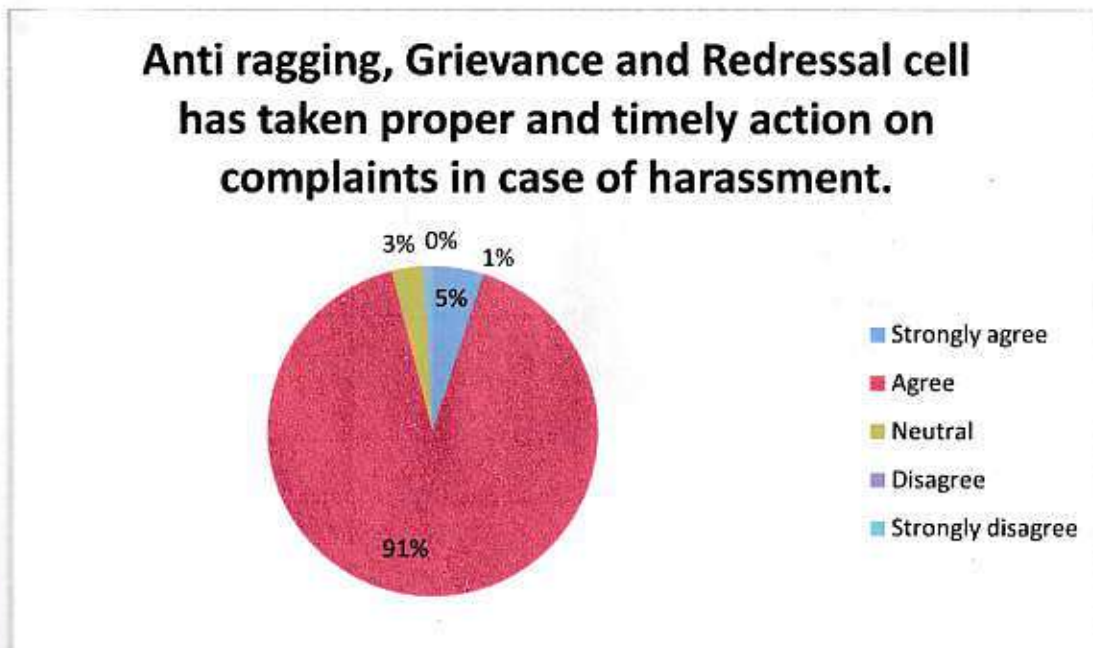
Out of 76 numbers of girl students 80% respondents agree with the statement that " the college follows gender equality in every sphere". 5% girl students strongly agree, 4% disagree, 11% girl students remain neutral and no one respondent strongly disagree in this statement.

2. The college environment is free from sexual harassment.



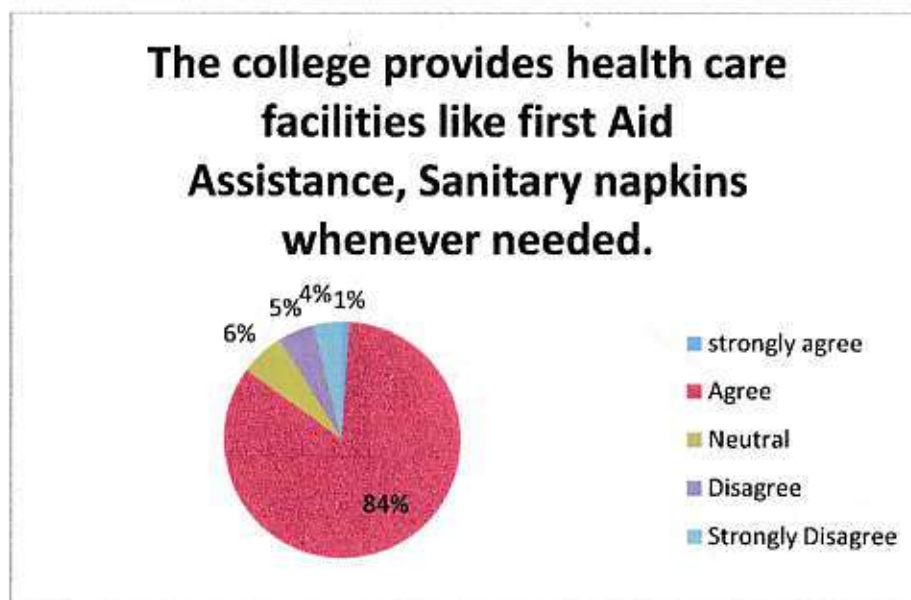
Out of 76 numbers of girl students 87% girl students agree, 2% strongly agree, 8% girl students disagree, 2% girl students strongly disagree and only 1% girl students remain neutral with the statement that " the college environment is free from sexual harassment".

3. Anti ragging, Grievance and Redressal cell has taken proper and timely action on complaints in case of harassment.



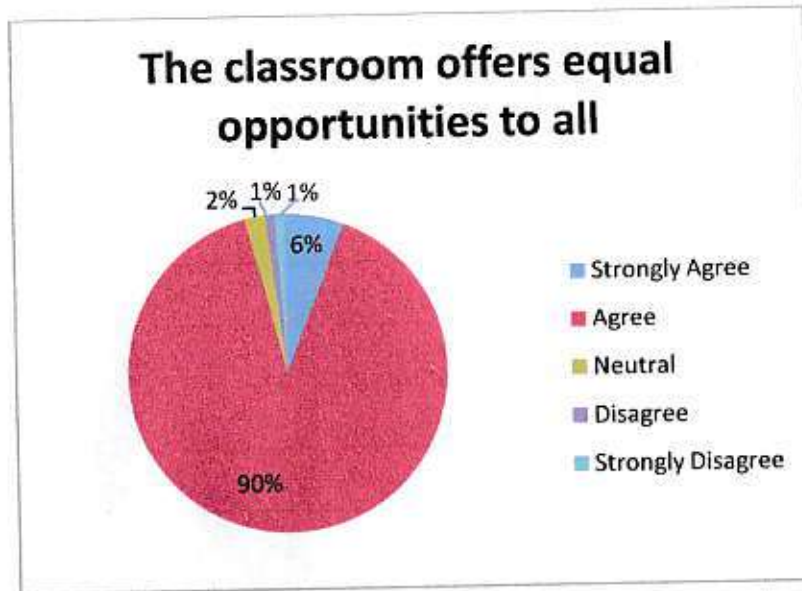
Out of 76 numbers of girl students, 91% girl students agree, 5% strongly agree, 1% girl students strongly disagree and 3% girl students remain neutral in this respect.

4. The college provides health care facilities like first Aid Assistance, Sanitary napkins whenever needed.



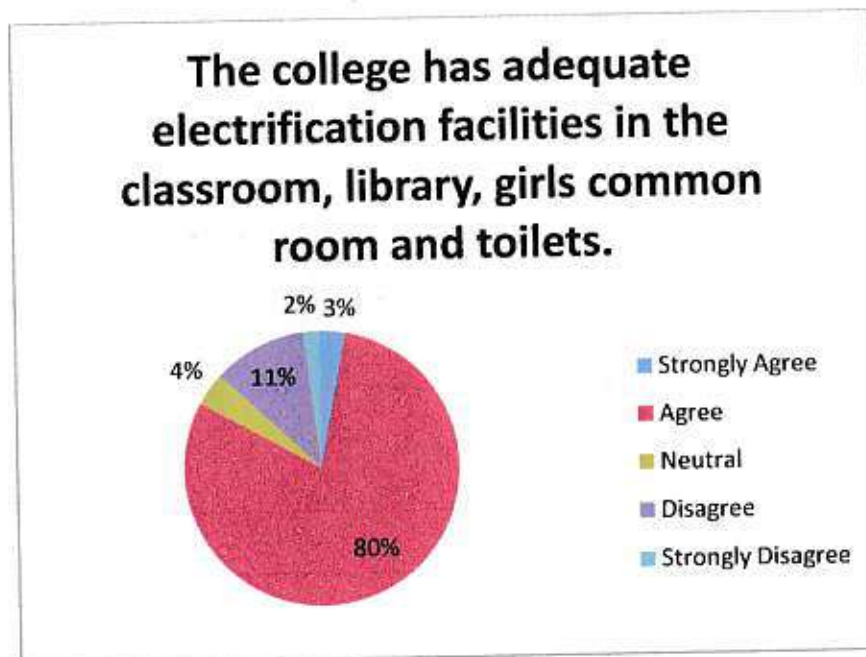
Out of 76 numbers of girl students 84% agree, 1% girl students strongly agree, and 6% girl students are neutral that the college provides health care facilities like First Aid Assistance, sanitary napkins whenever needed. Other 5% girl students disagree and 4% strongly disagree with this statement.

5. The classroom offers equal opportunities to all.



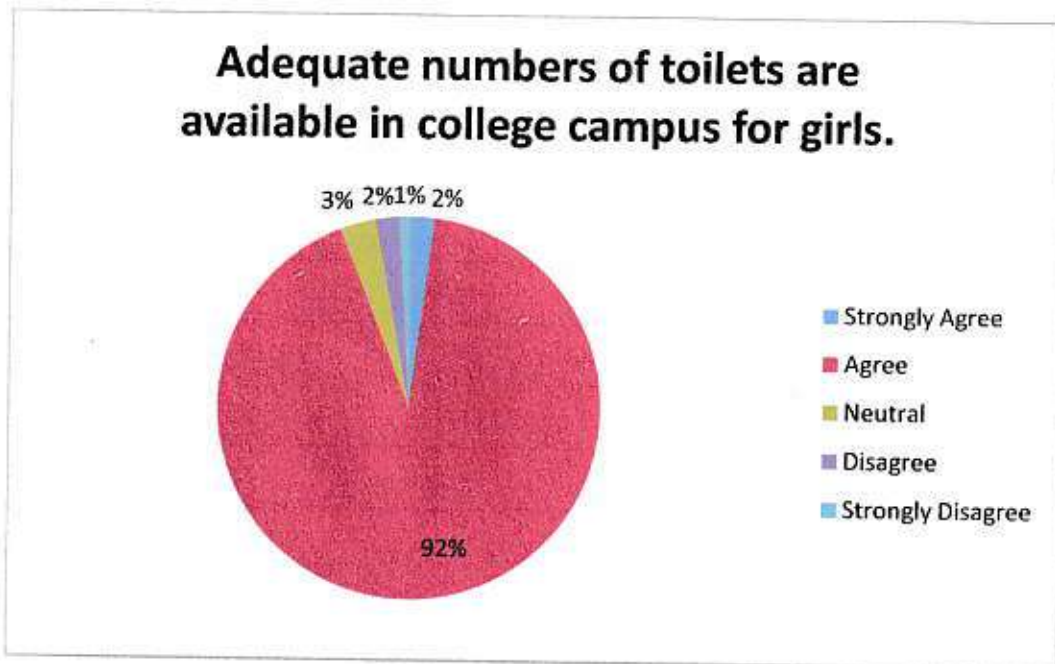
The pie diagram shows that 90% girl students agree, 6% strongly agree, 2% are neutral and only 1% girl students disagree with the statement that "the classroom offers equal opportunities to all". Only 1% girl students strongly disagree with the statement.

6. The college has adequate electrification facilities in the classroom, library, girls' common room and toilets.



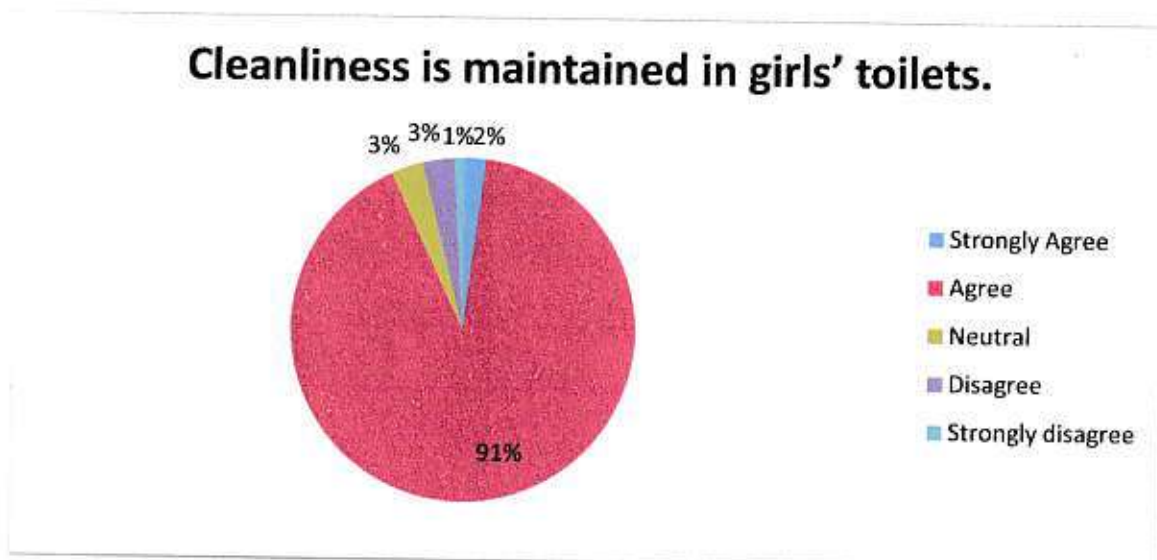
The pie diagram reveals that 80% girl students agree, 3% strongly agree, 11% disagree and 2% girl students strongly disagree that the college has adequate electrification facilities in the classroom, library, girls common room and toilets. The remaining 4% girl students' opinion is neutral.

7. Adequate numbers of toilets are available in college campus for girls.



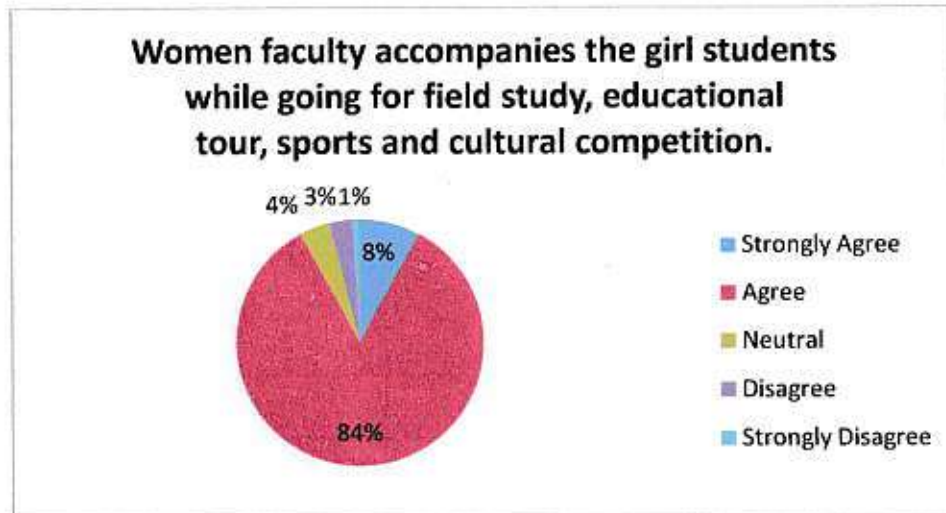
The pie diagram shows that 92% girl students agree, 2% strongly agree, 2% disagree and only 1% strongly disagree with the statement that "adequate numbers of toilets are available in college campus for girls. Other remaining 3% girl students' opinion is neutral.

8. Cleanliness is maintained in girls' toilets.



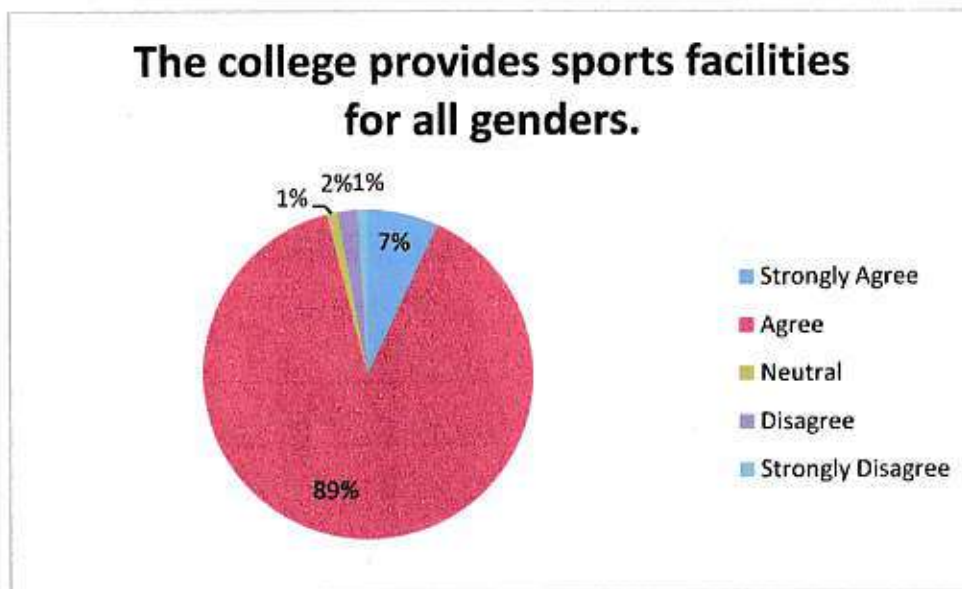
Out of 76 numbers of girl students 91% girl students have responded that they agree with the statement 2% have responded as strongly agree, 3% disagree and 1% strongly disagree with the statement and other 3% girls' opinion is neutral.

9. Women faculty accompanies the girl students while going for field study, educational tour, sports and cultural competition.



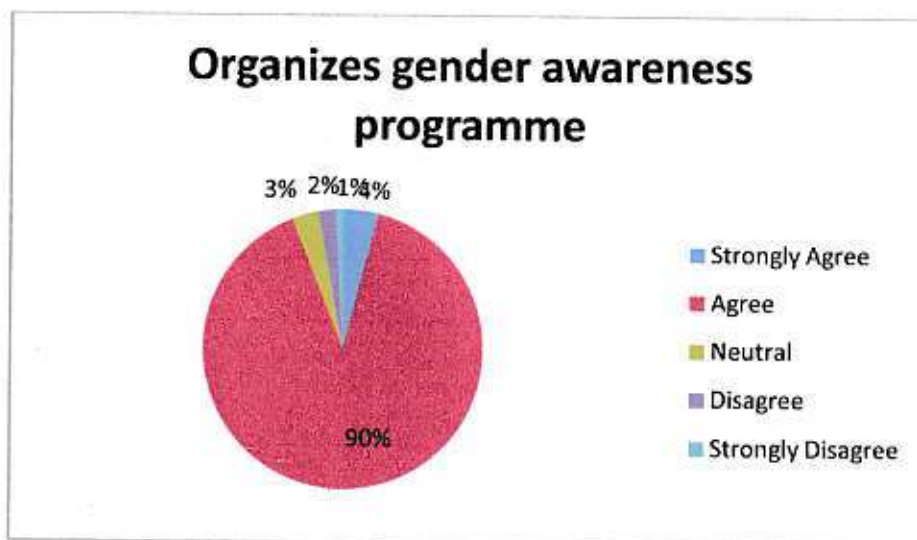
The pie diagram shows that 84% respondents agree and 8% strongly agree, 4% respondent is neutral and 3% respondents disagree with the statement that " the women faculty accompanies the girl students while going for field study, educational tours, sports and cultural competitions.

10. The college provides sports facilities for all genders.



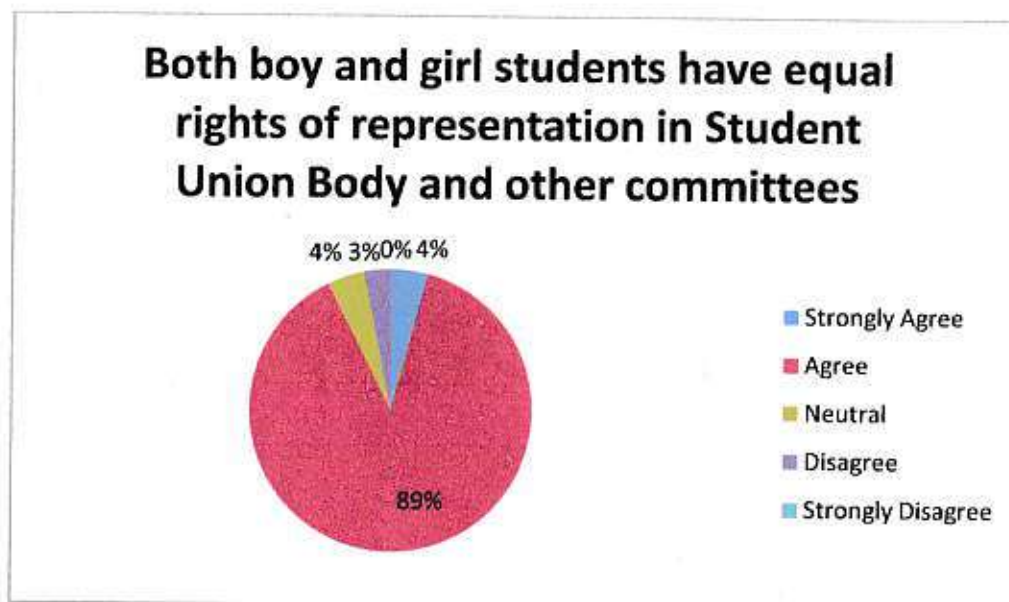
The pie diagram shows that 89% girl students agree, 7% strongly agree, 2% girl students disagree and 1% girl students strongly disagree with this statement. Remaining 1% girl students' opinion is neutral.

11. The college organizes gender awareness programme like women empowerment, human rights, prohibition of early marriage, women's health and hygiene as a part of curriculum.



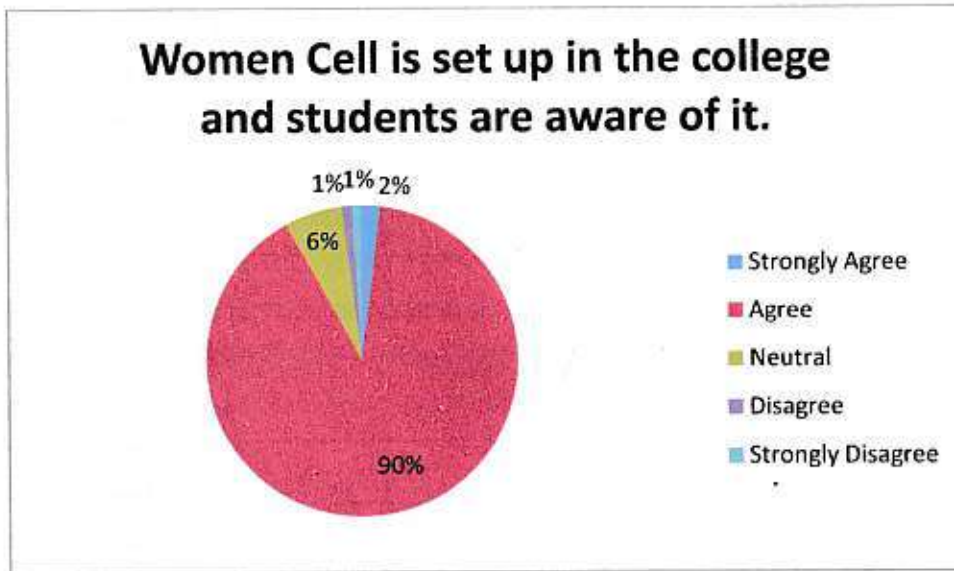
Out of 76 numbers of 90% girl students agree and 4% strongly agree with the statement "the college organizes gender awareness programme". 2% girl students disagree and only 1% strongly disagree and 4% girl students are neutral in this regard.

12. Both boy and girl students have equal rights of representation in Student Union Body and other committees.



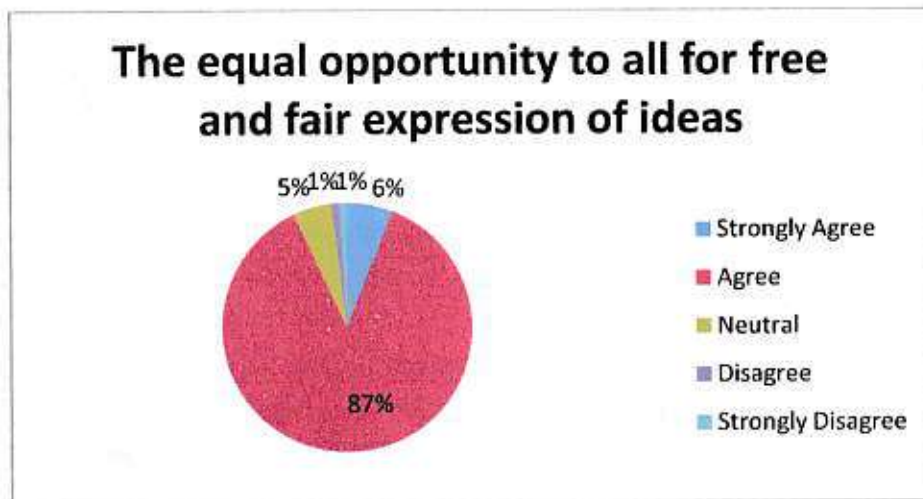
Out of 76 numbers of girl students 89% girls agree and 4% strongly agree that both boy and girl students have equal right of representation in Students Union Body and other committees of this college. Only 3% girl students disagree with this statement and other 4% girl students remain neutral.

13. Women Cell is set up in the college and students are aware of it.



The pie diagram shows that 90% girl students agree and 2% strongly agree with the statement “women cell is set up in the college and students are aware of it”. On the other hand, 1% girl students disagree and 6% girl students remain neutral in this regard.

14. The equal opportunity to all for free and fair expression of ideas.



Out of 76 numbers of respondents 87% girl students agree, 6% strongly agree, 1% girl students disagree, 1% strongly disagree with the statement and only 5% girl students remain neutral in this regard.

Findings:

- Students strength particularly girls strength in the college is a little less than boys strength.
- Strength of the female teaching and non-teaching staff of the college is also low compared to male staff.
- Number of female NCC cadets is less than male
- Number of female NSS volunteers is almost same as male.
- The participation of girls in sports and cultural activities is high compared to boys.
- Academic success rate of girls is more than boys.
- Maximum percentage i.e. 80% of girl students feels that the college follows gender equality in every sphere.
- Maximum percentage i.e. 87% of respondents agrees with the statement that the college environment is free from sexual harassment.
- 91% respondents agree and 5% strongly agree that the anti Ragging, Grievance and Redressal Cell have taken proper and timely action on complaints of case of harassment.
- The percentage of responses as agree is high i.e. 84% in the statement that the college provides health care facilities like First Aid Assistance, sanitary napkins whenever needed.
- 90% girl students agree and 6% strongly agree with the statement the classroom offers equal opportunities to all.
- 80% respondents agree and strongly agree that the college has adequate electrification facilities in the classroom, library, girls' common room and toilets.
- More than 90% girl students agree with the statement that adequate numbers of toilets are available in college campus for girls.
- Maximum i.e. 91% girl students agree with the statement that cleanliness is maintained in girls' toilets.
- Regarding the statement women faculty accompanies the girl students while going for field study, educational tour and cultural competition, maximum girls i.e. 84% agree and 8% girls i.e. 8% strongly agree with that.
- More than 90% girl students agree and strongly agree that the college provides sports facilities for all gender.
- More than 90% girl students agree an strongly agree that the college organizes gender awareness programme like women empowerment, human rights prohibition of early marriage, women's health and hygiene as a part of curriculum.
- Maximum percentage i.e. 89% girls agree and 4% girls strongly agree with that college provides equal right of representation for both boys and girls in Student Union Body and other committees.

- More than 90% girl students agree and strongly agree that women cell is set up in the college and the students are aware of it.
- More than 90% girl students agree and strongly agree that the all gender in the college can express their views and ideas in constructive activities of the college.

Suggestions:

The Women Cell identifies the following suggestions to reduce the gender gap in the college.

- Number of female staff to decision making bodies may be increased.
- The various cell, committee and unit viz. Women Cell, NCC, NSS, Student Union Body of the college should organize more awareness programme on gender equality.
- The college should conduct seminar, debates, quiz on the topic of gender sensitization and equality.
- Greater gender free activities should be promoted by organizing more sports and cultural competition.

Conclusions:

The analysis shows that goals and objectives gender equity are almost included in all the policies, programmes of the college. As per the views of the staff, they face no problem related to gender criterion. The Audit team analysed that the gender equality and gender sensibility is encouraged by the management and the staff of the college.

Kasturi Das

Kasturi Das

Darpana Choudhury

Darpana Choudhury

Niva Kalita

Niva Kalita

Members, Women Cell

Date: 28-01-2023

Dr. Manisha Majumda

Dr. Manisha Majumda

Convenor, Women Cell

Date: 28/01/2023

Convenor Women Cell
B. C. Medhi College, Ramdia

BINANDI CHANDRA MEDHI COLLEGE, RAMDIA

P.O-RAMDIA, DIST-KAMRUP (ASSAM), PIN-781102

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Phone No: 8638108705/9957017062



FIRST CYCLE NAAC ACCREDITATION, 2022

CRITERION-6

Governance, Leadership and Management

6.5: Internal Quality Assurance System

6.5.2: Quality assurance initiatives of the institution

- i) *Quality Audit Report*
 - a) *Green Audit*
 - b) *Energy Audit*
 - c) *Gender Audit*
- ii) *Academic and Administrative Audit Report*
- iii) *List of Collaborative Quality Initiatives by IQAC*
- iv) *Minutes of IQAC Meeting*
- v) *IQAC's five years Action Plan*

SUBMITTED TO



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

ACADEMIC AND ADMINISTRATIVE AUDIT REPORT (2017-2022)

REPORT

ACADEMIC AND ADMINISTRATIVE AUDIT

(2017-2022)



B. C. MEDHI COLLEGE
(Affiliated to Gauhati University)



ACADEMIC AND ADMINISTRATIVE AUDIT REPORT

of B. C. MEDHI COLLEGE, RAMDIA

Introductory note from the Auditors

This report is prepared by the following members on getting a request from the B. C. Medhi College authority to audit academic activities carried out in the College during the academic session 2017-22. Both the auditors submitted the Academic and Administrative Audit Report of the college based on their earlier data and by physical verification and interactions, prepared by us based on the facts received from the academic departments and administration of the college during our visit to the college on the below-mentioned date. The IQAC Coordinator supported and facilitated us during our visits to the departments followed by departmental presentations. All the academic departments presented their departmental profiles in PPT formats demonstrating their academic and co-curricular activities during their presentations in the conference rooms where the Principal and the IQAC Coordinator were also present.

On the basis of the report received, checking at the individual departments, and also from the interactions with the presenting teams of each department whatever was found is presented in facts and figures.

We solemnly declare that the report has no facts which lessen the reputation of the college.

Members of the Academic Audit Team

PROF. BHABEN TANTI

PROF. KANAK CHANDRA SAHARIA

VISIT DATE: 30-01-2023

SESSION: 2017-2022



---::: Visit Schedule :::---

Members of the AAA	Time	Agenda	Venue
Prof. Bhaben Tanti	9.00 am	Academic & Administrative Audit for the Session 2017-22	Meeting Room, B. C. Medhi College, Ramdia
Prof. Kanak Chandra Saharia	9.00 am	Academic & Administrative Audit for the Session 2017-22	ICT Room, B. C. Medhi College, Ramdia
DEPARTMENTAL INTERACTION & HoD'S PRESENTATION			
HOD, Assamese	9.30 am	Departmental Presentation	Meeting Room
HOD, English	10.00 am	Departmental Presentation	Meeting Room
HOD, History	11.00 pm	Departmental Presentation	Meeting Room
HOD, Mathematics	11.30 pm	Departmental Presentation	Meeting Room
HOD, Education	9.30 am	Departmental Presentation	ICT Room
HOD, Economics	9.30 am	Departmental Presentation	ICT Room
HOD, Political Science	10.30 am	Departmental Presentation	ICT Room
HOD, Arabic	10.30 am	Departmental Presentation	ICT Room



Profile of the B. C. Medhi College

Brief introduction of the College



Binandi Chandra Medhi College, Ramdia (formerly known as Ramdia College) situated at Ramdia, an institution for higher education was established on August 13, 1992. A group of dedicated persons covering the greater area of Ramdia, Bangalpara, Tokradia, Khetrihardia, Barhardia, Sobancha, Dampur etc. with their relentless and untiring effort has established Ramdia College to provide quality higher education. Later on, the college was renamed as **Binandi Chandra Medhi College**, Ramdia as a gesture of gratitude.

Formerly, the college started in *Ramdia Puthibharal Aru Samuhik Sanskritik Kendra* from 13th August 1992 and then shifted permanently to its present location on 30th September 1994. The College attained opening permission on 14th August 1993 and was temporarily affiliated to Gauhati University in 1994-95. The college also obtained permission for B.A. Part-I concurrence on 29th December 1999, later on it obtained the Govt. concurrence up to B.A. Part-II level on 27th September 2004. The college got permanent affiliation from GU on 18th December 2009 and was registered under society Act XXI of 1860 on 12th March 2012. It was provincialised in 2013 according to the Assam Govt's Venture Institution Provincialisation Act 2011. The College is included under 2 (f) and 12 (B) of UGC Act. 1956 on 27th February, 2014.



Present Status of the College

Binandi Chandra Medhi College, Ramdia, the only higher educational institution of the greater Ramdia under Hajo revenue Circle of Kamrup district. It was established on 13th August, 1992. At present the college has 30 staff (both teaching and non-teaching) and 544 students. Binandi Chandra Medhi College is single stream (Arts) college having Eight departments. There are 13 courses in our college viz., English, English Honours, Assamese, Assamese Honours, Education, Education Honours, Economics, Economics Honours, Political Science, Political Science Honours, Arabic, History and Mathematics. The college has total fifteen Bighas of land but in campus there are Eight bighas of land where the both Assam type, two storage building, and other establishments are constructed. Total build-up area of the college is 2836Sq metres. It has a Gymnasium and Indoor stadium for sports and physical fitness of the students and staff.

The college is covering green environment and presents a sustainable ecosystem within its campus. Many valuable trees and medicinal plant present in the campus makes greater Ramdia area as one of the greenest area of the district. Along with it, the campus also holds a pond which comprises of many aquatic flora and fauna making it one of the most beautiful natural campuses in the region.



5 Infrastructure facilities of the College

Facilities	2021-22	2020-21	2019-20	2018-19	2017-18
Campus Facility					
Campus area	4.96 Acres	4.96 Acres	4.96 Acres	4.96 Acres	4.96 Acres
Class rooms	12	09	09	09	09
Classrooms with Wi-Fi	04	-	-	-	-
Laboratories	01	01	01	01	01
Seminar Halls	01	01	01	01	01
Meeting room	01	01	01	01	01
Classrooms with smart board	-	-	-	-	-
Language Lab	-	-	-	-	-
Water Supply Plant	Yes	Yes	Yes	Yes	Yes
Parking place	Yes	Yes	Yes	Yes	Yes
Teachers' common room	Yes	Yes	Yes	Yes	Yes
Museum	Yes	Nil	Nil	Nil	Nil
Boy's Common room	Yes	Yes	Yes	Yes	Yes
Girl's Common room	Yes	Yes	Yes	Yes	Yes
College Canteen	Yes	Yes	Yes	Yes	Yes
Solar power Unit	-	-	-	-	-
Boundary wall	Yes	Yes	Yes	Yes	Yes
Value of equipments purchased during the year (Rs. Lakh)	2,23387/-	5,28,170/-	1,82,920/-	67,864/-	1,17,100/-
IT Infrastructure					
Total Computer	15	14	12	10	10
Students Browsing Centre	-	-	-	-	-
Computer lab	01	01	01	-	Nil
Sports Facility					
Foot ball/ Cricket/ outdoor sports Ground	Yes	Yes	Yes	Yes	Yes
Badminton Court	Yes	Yes	Yes	Yes	Yes
Gymnasium Hall	Yes	Yes	-	-	-



Academic Strength

Name of the Department	UG/PG / Both UG PG	No. of Teachers (Sanctioned Fulltime Regular)	No. of students		Seat Capacity		No. of value added/ Certificate programme offered
			UG	PG	UG (H)	PG	
Assamese	UG	03	63	N/A	30	-	Nil
English	UG	03	08	N/A	30	-	Nil
Hindi	UG	N/A	-	N/A	-	-	Nil
Bodo	UG	N/A	-	N/A	-	-	Nil
Education	UG	03	34	N/A	30	-	Nil
History	UG	01	88	N/A	-	-	Nil
Economics	UG	02	12	N/A	30	-	Nil
Political Science	UG	03	57	N/A	30	-	Nil
Geography	UG	N/A	-	N/A	-	-	Nil
Mathematics	UG	01	12	N/A	-	-	Nil
Arabic	UG	02	79	N/A	-	-	Nil



Methodology of Audit

The inputs received from the departments as per the proforma (Annexure-1) have been validated from the supporting documents, interaction with the Head of the Department, and visits to the departments.

Observations

a) Curricular Aspects

Binandi Chandra Medhi College, Ramdia is affiliated with Gauhati University. The College follows the curriculum developed by Gauhati University. For effective delivery of curriculum, the departments are maintaining lesson plans and course progress records. Departments follow the academic calendar of Gauhati University and the college has its own in alignment with Gauhati University's calendar. However, no any Add-on/ Certificate programmes are conducted by any departments during the assessment period.

b) Teaching learning aspects

Assessment of learning levels to identify slow and advanced learners is carried out through sessional examination, seminars, and assignments. Though the College follows students' centric learning method for effective curriculum delivery, however, a detailed unit-wise plan for experiential and participative learning needs to be maintained for enhancing the learning experiences of the students. The College maintains a mentoring system. But documentation of the mentoring system is not adequate. All the departments conduct internal examinations as per the requirement of the affiliating University. The College may incorporate more different modes for continuous internal evaluation. Program Outcomes, Program Specific Outcomes, and



Course Outcomes are described in the syllabus. Evaluation of the attainment of the learning outcomes to be evaluated properly.

c) Research, Innovation, and Extension

The college has recently started various research activities. However, the overall research culture in the College needs to be strengthened. Several departments are conducting very effective extension activities. The involvement of the students in those activities should be encouraged.

d) Infrastructure

The College has adequate infrastructure facilities for all academic and other extracurricular activities. The indoor and outdoor play area is adequate. The library and IT facilities need to be improved including increased internet bandwidth.

Student Support and Progression

Several Departments conduct capacity-building and skill enhancement activities for the students. The placement of the students and progression to higher education is encouraging. Students need more encouragement for participation in extracurricular activities.

e) Professional Development Activities

A few teachers have participated in FDP. But more teachers need to be participated in FDPs.



SWOC Analysis

Strength of the Institution

The strength of the Institution may be described in terms of-

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

Weakness of the institute

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

Opportunities

- The college has the opportunity to work in the field of research to promote and safeguard the cultural, archeological, natural, religious and endangered small scale and cottage industry of greater Hajo area.



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

Challenges

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



Recommendations

- Adequate ICT enabled class room facility may be made available to the academic department
- For effective delivery of curriculum, the course file of Academic departments should be assessed by IQAC



- A centre for local culture and tradition along with a museum may be set up based on the culture and tradition of greater Hajo area.
- Add-on vocational courses/ certificate course may be initiated.
- A language lab may be set up.
- Research culture needs much improvement and interdisciplinary research to be initiated.
- More departments and students should be involved in the extension activities.
- More teachers should be participating in the FIP programmes.
- Proper documentation is required for all activities.
- Best practices of individual departments should be identified and need to be institutionalized.

Signature of the Members

Name of the Members of the Audit	Signature
Prof. Bhaben Tanti Head, Department of Botany Gauhati University	 30-01-2023, Head Department of Botany Gauhati University Guwahati-781014, Assam মূৰব্বী অধ্যাপক উদ্ভিদ বিজ্ঞান বিভাগ গুৱাহাটী বিশ্ববিদ্যালয় গুৱাহাটী-৭৮১০১৪, অসম
Prof. Kanak Chandra Saharia Head, Department of Assamese Gauhati University	 30/01/2023. Head Department of Assamese Gauhati University Guwahati-14




 Principal i/c
 Chandrabhai Medhi College
 Ramdla, Kamrup

OFFICE OF THE IQAC

BINANDI CHANDRA MEDHI COLLEGE, RAMDIA

P.O.- Ramdia, Dist.- Kamrup (Assam) Pin-781102

Ph. No. 98640-63578, 0361-2820858

Email:- bcmcramdia@gmail.com

Website:-www.bcmcollege.in



Estd:-1992

Ref No.....

Date...19/04/2023

Follow up Action of the Recommendations of Academic and Administrative Audit, Binandi Chandra Medhi College, Ramdia

Sl. No.	Recommendation	Follow up Action
1.	Adequate ICT enabled class room facility may be made available to the Academic Department	Effort is going on to increase ICT enable class room
2.	A centre for Local Culture and Tradition along with a Museum may be set up based on the culture and tradition of greater Hajo area.	A Museum is set up to preserve cultural and traditional items
3.	Add-on vocational courses/ certificate courses may be initiated.	Add-on and Certificate courses will be started from the next session
4.	Research culture needs much improvement and interdisciplinary research to be initiated.	The faculty members are encouraged to engage on research based activities
5.	More departments and students should be involved in the Extension Activities.	Extension Activities are conducted as per capacity
6.	Best Practices of individual departments should be identified and need to be institutionalized.	Effort is going on



[Signature]
Principal /c
Binandi Chandra Medhi College
Ramdia, Kamrup

[Signature]
Co-ordinator, IQAC
B.C. Medhi College, Ramdia

BINANDI CHANDRA MEDHI COLLEGE, RAMDIA

P.O-RAMDIA, DIST-KAMRUP (ASSAM), PIN-781102

EMAIL ID: collegebcm@gmail.com

WEBSITE: www.bcmcollege.in

Phone No: 8638108705/9957017062



FIRST CYCLE NAAC ACCREDITATION, 2022

CRITERION-6

Governance, Leadership and Management

6.5: Internal Quality Assurance System

6.5.2: Quality assurance initiatives of the institution

- i) Quality Audit Report**
 - a) Green Audit**
 - b) Energy Audit**
 - c) Gender Audit**
- ii) Academic and Administrative Audit Report**
- iii) List of Collaborative Quality Initiatives by IQAC**
- iv) Minutes of IQAC Meeting**
- v) IQAC's five years Action Plan**

SUBMITTED TO



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

ONE DAY WORKSHOPS ON CELL-ORIENTED PROGRAMME


Date: 7 Sept, 2017

Venue: - ROOM NO. 417

Resource Person(s)

1. Dr. Dipesh Bhagwati
(Principal, Sualkuchi SBMS college)
2. Ali Akbar Hussain (HOD & Co-ordinator,
ICPAC, Suren Das college)

Signature of the Participants:

1. 
2. Meena Kumari Das
3. Satyabati Medhi (Co-ordinator)
4. Shahidur Islam
5. Darpan Choudhury
6. Saikat Talukdar
7. Bipuli Deka
8. Jhummori Talukdar
9. Manisha Majumdar
10. Titendra Deka
11. Sekharjyoti Baishya
12. Kasturi Das
13. Abu Laib Ahmed
14. Bishnu Ran Das
15. Rezaq Ali
16. Nazmul Islam
17. Jaya Medhi
18. Barzali Medhi
19. Hasina S. Chelungy



20. *ONE DAY WORKSHOP ON CELL ORIENTED*
21. Ramesh Ch. Sharma
 22. Niva Kalita
 23. Ritesh Ch. Medhi

The IQAC of B. C. Medhi College conducted 'one day workshop' on Cell-oriented programme regarding the discussion of the necessary works and activities for NAAC Assessment of the college. The workshop was held on 7th September 2017 at 11:00 AM in Room No-1. The resource person of the workshops were Dr. Dipesh Bhagwati, Principal SBMS College, Sualkuchi and Ali Akbar Hussain, co-ordinator of IQAC, Suren Das College, Hajo. In the workshop almost all the faculty members and non-teaching staff of B. C. Medhi College participated. Both the resource persons elaborately explained the works and activities of IQAC for NAAC Assessment. They also explained the activities of the different cells of IQAC and also mentioned the necessity of documentation for the IQAC, cells and office staff. The workshop was chaired by Ashit Kumar Paul, Principal of the college. The workshop ended at 3:30 PM.

with regards



ONE DAY WORKSHOP

ON

CBCS COURSES Under Gauhati University

venue:- ROOM NO-1

(B. C. Medhi College, Ramdis)


Date:- 27 July, 2019

Time:- 11:00 AM

Resource Person(s)

1. Dr. Dhannabajyoti Choudhury,
Controller of Examinations
Gauhati University
2. Ali Akbar Hussaini
vice Principal, Suren Das College,
Hajo

Signature of the Participants:

1. 
2. ~~Ramen Das~~ Hemu K. Das
3. Ramen Das
4. Shahid Islam
5. Sabyabali Medhi (co-ordinator)
6. Meena Kumari Das
7. Darpana Choudhury
8. Jaya Medhi
9. Akhil Pathak
10. Bijini Deka
11. Manisha Majumdar
12. Themis Mori Talukdas
13. Abu-lais Ahmed



14. Biswan Ram Das

15. Rezzak Ali

16. Nazim Islam

17. Jitendra Deka

18. Saidur Rahman

19. Kasthuri Das

20. Basima Majumdar

21. Nira Kalita

22. Subarneswar Deka

23. Dilip Deka

24. Ramesh Ch. Das

25. Ramen Das

26. Baskar Kalita

27. Rajib Deka

28. Doli Thakuria

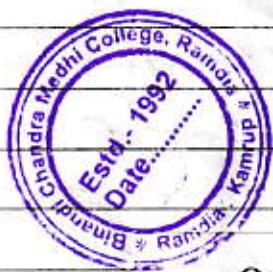
29. Jitayanti Ali

The IQAC of B.C. Medhi College conducted one day workshop on CBCS Courses in the Undergraduate courses of Gauhati University on 27th July, 2019 at 11:00 AM.

The resource persons of the workshop were Dr. Dhruvraj Choudhury, Controller of Examination, G.U. and Ali Akbar Hussain, vice principal, Suren Das College, Hajj. The total 29 teachers and non-teaching staff members of the college participated in the workshop. The resource person Dr. Dhruvraj Choudhury



delivered his session regarding the needs of CBCS courses for Undergraduate students in the college level. He also explained about the grading and credit system in the examinations instead of marks in result. The resource person Ali Akbar Hussain, vice-principal, Suren Das College also explained thoroughly about the CBCS courses which he explained as a new concept for the Undergraduate courses. The workshop was chaired by Ashit Kr. Paul, Principal i/c of the college. Finally, the programme ended with the vote of Thanks by Satyabati Medhi, Co-ordinator, IQAC, of the college at 2:40 P.M.



With regards,
Dr. Satyabati Medhi
Co-ordinator, IQAC
B.C. Medhi College, Ramdia

One day Workshop on CBCS Course Under Gauhati University



BOOK DONATION PROGRAMME

conducted by -

ICGAC, B. C. Medhi College, Rancis

Date: - 23 December, 2019

venue: Central Library

Signature of the students and staff members present:

1. ~~_____~~
2. Meena Kumari Das
3. Nazam Islam
4. Hasnain Chaudhary
5. Ramen Das
6. Sayabati Medhi (Joint Co-ordinator)
7. Jaya Medhi
8. Akhil Pathak
9. Barnali Medhi
10. Barisma Majumdar
11. Bishwan Das
12. Shahidul Islam
13. RAMESH Ch. Das
14. Ratul Ch Medhi
15. Arup Das
16. Arjuna Khatun
17. Rajita Das
18. Rabiya Khatun
19. Amina Khatun
20. Asiya Begum
21. Rejan Hogue
22. Azizul Islam
23. Saniawar Begum
24. Pimpi Das
25. Arjuna Khatun



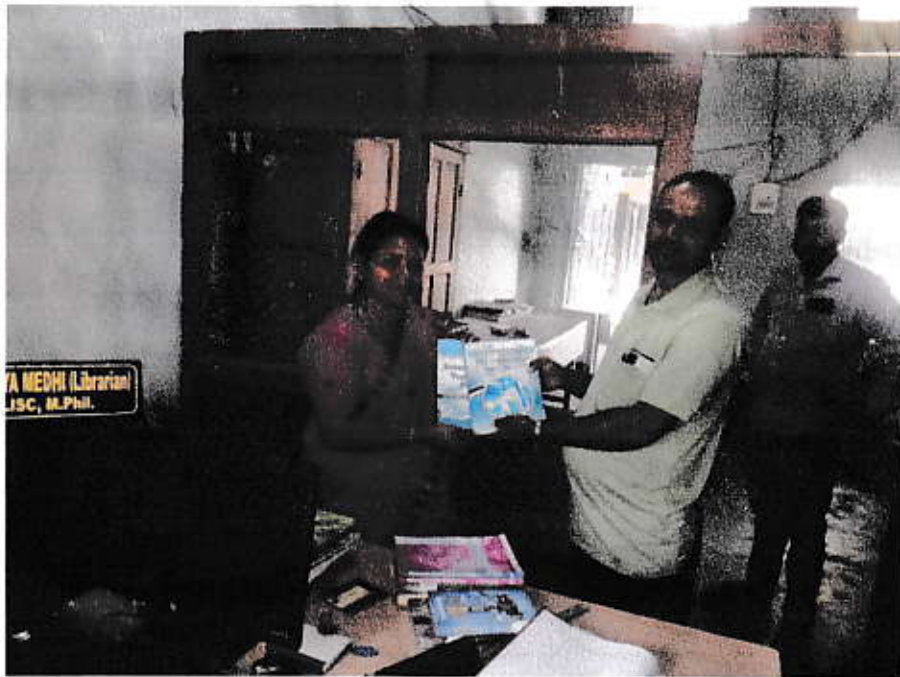
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26. Anjuwari Begum
 27. Fatima Khatun
 28. Sumi Deka
 29. Niren ch. Khatun
 30. Rejant Hogue
 31. Amiruddin Ahmed
 32. Archana Khatun
 33. Ramesh ch. Das
 34. Najiruddin Ahmed
 35. Sanidur Islam
 36. Rameen Medhi
 37. Ashur

The ICGAC of B.C. Medhi College Ramdra organised a book donation programme at Central Library on 23rd December, 2019 at 11:30. The main objectives of the programme was to collect books from the students, staff members and the Alumni. Total 37 teaching faculty non-teaching staff and students participated in the programme. In this programme ten number of students three teachers and four Alumni donated a few used and new books to the Central Library. The programme was inaugurated by the Principal, Ashit Kr. Paul and led the programme by Dr. Satyabati Medhi co-ordinator, ICGAC of the college. The Librarian Jaya Medhi thanked all the students, tea



For their co-operation and donating books in the central library. Finally the programme ended at 1:30 pm with thanking note by the principal and co-ordinator of IQAC of the college.

With regards,
 Dr. Satyabati Medhi
 for Co-ordinator, IQAC
 B.C. Medhi College, Ramdia



PLANTATION PROGRAMME


BY TCS GROUP

Venue: B.C. Medhi College Premises

DATE: - 18-01-2020

Time: - 9:30 AM

Signature of the attended teachers,
students & TCS groups members.

1. 
2. Manisha Majumdar
3. Daspara Choudhury
4. Meena Kumari Das
5. Satyabati Medhi (Co-ordinator)
6. Jaya Medhi
7. Anurajyoti Deka
8. Sabina Khatoon
9. Bhaswati Kalita
10. Radabi Kalita
11. Nayan Kalita
12. Rejia Sultana
13. Mausumi Kalite
14. Papari Kalita
15. Bhadrina Das
16. Tulika Bejbarua
17. Pimpy Deka
18. Minakshi Deka
19. Nayan Kalite
20. Shakil Rana
21. Chandan Jyoti Deka
22. Manoni Begam
23. Kishor Deka
24. Sima Kalite
25. Hasina Parbin



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26. Sufia Khatun
 27. Saddam Hussain
 28. Rinke Das
 29. Ariful Islam
 30. Jarna Karita Deka
 31. Rame Su Chh Bar
 32. Neklumoni Tabakdoe
 33. Sima Deka
 34. Chandan Deka
 35. Pabam Kalita
 36. Julika Deka
 37. Purobi Deka
 38. Salima Akhtara
 39. Jarna Kalita

The IQAC of the college organizes PLANTATION PROGRAMME in collaboration of TCS Group, Guwahati in the aim to enrich the development of Environment and natural beauty of the college campus and the surroundings of the college. The TCS Group's regional manager, Guwahati Branch Mr. S. J. Baishya donated 23 Saplings including Devodarn, Neem, Hiukha, some flower plants etc. They also assured to donate more and more plants (saplings) further in needs of the college. The programme was inaugurated by Ashit Kr. P. Principal of the college, at 9:30 AM. The



Co-ordinator, IQAC Dr. Satyabati Medhi. The principal i/c of the college thanked the TCS Group and the employees for such a great work by donating such saplings for the greenness of the college campus. Asst. Professor, Mrs. Meeng Kumari Das gave a brief speech in this programme addressing to the TCS group and thanked them for doing such a great work. Finally, Dr. Satyabati Medhi Co-ordinator, IQAC thanked all of them who participated in the programme and it was ended successfully at 12:30 PM.

With Regards,
Dr. Satyabati Medhi
for Co-ordinator, IQAC
B.C. Medhi College, Ramdia



AWARENESS PROGRAMME


ON

COVID-19 Pandemic

Date - 8 February, 2020

venue: Bangalpara Chowk

Signature

1. 

2. Jaya Medhi

3. Manisha Majumdar

4. Bipuli Deka

5. Sahyabati Medhi (Co-ordinator)

6. Meena Kumari Das

7. Ramesh Choudhary

8. Jeevi Deka

9. Jayleen Nessa

10. Gautam Deka

11. Himanshu Das

12. Sima Bejbaruah

13. Rimmi Ahmed

14. Jeshonin Sultana

15. Mokibuz Rahman

16. Madhusmita Kalita

17. Barnali Pathak

18. Sagarika Shukuria

19. Hirakjyoti Deka

20. Soyada Nasti Sultana

21. Forhad Ali

22. Jucii Deka

23. Tutumoni Deka

24. Himanshu Das

25. Jeshonin Sultana



26. অনন্ত কান্ত
27. অজয় কান্ত
28. Rubul Ali
29. সাজিদ কান্ত
30. Azgar Ali
31. Saddam Ali
32. Nasir Uddin Ahmed
33. জুবায়ের কান্ত

The ICAC of B.C Medhi College Ramdia organised an Awareness - Programme on Covid-19 Pandemic on 8th February, 2020 at Bangalpara chowk. In this programme a few teachers along with principal ic of the college participated and visited the neighbouring village Bangalpara for creating an Awareness of Covid 19. A few teachers along with principal ic Ashit Kr. Paul delivered their brief speech for the precaution that to be taken for Covid-19. They also advised them to clean their hands frequently and using masks in the public places and maintain distance. Two or three people from the public thanked the college authority for taking such initiative in the remote village. It was a very successful programme.



With regards
Dr. Satyabati Medhi

COVID -19 Awareness Programme



FREE HEALTH CHECK-UP CAMP

In collaboration with

GATE HOSPITAL & NSS UNIT

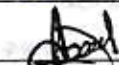
Initiated by -

IQAC, B. C. Medhi College, Randa

Date - 26 December, 2021 (Sunday)

Time: 9:00 onwards

Signature of the attended persons

1. 

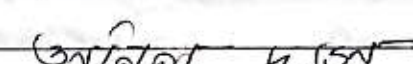
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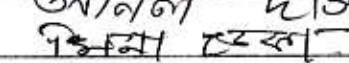
3. Meena Kumari Das

4. Jaya Medhi

5. Sabyabati Medhi (Co-ordinator)

6. Ramesh Ch. Das

7. 

8. 

9. NURUL ISLAM

10. Sabina Jesmin

11. Anil Das

12. Haren Deka

13. Kamal Deka

14. Pina Das

15. Rupa Das

16. Nameta Deka

17. Rita Kalita

18. Karuna Deka

19.

20. 

21.

22.



23. ~~মুখের দাগ~~

24. ~~স্বপ্ন দেখা~~

25. ~~শোচনীয় ভেদা~~

26. ~~শিখাছড়ান আলি~~

27. ~~বীভৎস ভেদা~~

28. ~~বীভৎস মুকুটমা~~

29. ~~অনিমা মাকুড়~~

30. ~~স্বপ্নাদ গোবুধা~~

31. ~~অদ্বন্দ্ব মাকুড়~~

32. ~~প্রমিলা মোবি~~

33. ~~অদ্বন্দ্ব মাকুড়~~

34. ~~অদ্বন্দ্ব মাকুড়~~

35. ~~অদ্বন্দ্ব মাকুড়~~

36. ~~অদ্বন্দ্ব মাকুড়~~

37. ~~অদ্বন্দ্ব মাকুড়~~

38. ~~অদ্বন্দ্ব মাকুড়~~

39. ~~অদ্বন্দ্ব মাকুড়~~

40. ~~অদ্বন্দ্ব মাকুড়~~

41. ~~অদ্বন্দ্ব মাকুড়~~

42. ~~অদ্বন্দ্ব মাকুড়~~

43. ~~অদ্বন্দ্ব মাকুড়~~

44. ~~অদ্বন্দ্ব মাকুড়~~

45. ~~অদ্বন্দ্ব মাকুড়~~

46. ~~অদ্বন্দ্ব মাকুড়~~



The IQAC of B. C. Medhi College organised Free Health check-up camp in collaboration with Gate Hospital and NSS Unit of the College on 26th December, 2021, Sunday. The four doctors, three nurses and two laboratory technicians. A large number of people in the local area and patients came and checked up their health. A few teachers and a number of students also attended in the programme. The Gate Hospital authority distributed some common medicines and checked the health of the patients. The staff of the college along with NSS Volunteers strongly co-operated in the programme. The Gate Hospital authority felt their gratitude to the college authority for circulation of their service of the Gate Hospital and the local people thanked the organisers for organising such a programme.

Finally, the programme ended at 4:15 pm. It was a successful programme related to the people health issue.



With regards.

Dr. Satyabati Medhi

for, Co-ordinator, IQAC

B. C. Medhi College, Ramdia

The IQAC of B.G. Medical College, Ramdia, Kamrup
has organized a Free Health Check Up Camp

Free Health Check Up Camp



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Dr. G. G. G. G. G.
Co-ordinator IQAC
B.G. Medical College Ramdia



WEBINAR ON AWARENESS PROGRAMME

ON
Use of Online e-resources
In collaboration with
Library Associations, Assam

Venue: Google Meet

Date: - 27-06-2020

Resource Person(s)

1. Prof. Sanjay Kumar Singh
HOD, Deptt. of Lib. & Inf. Science,
Ganhati University

2. Dr. Prasanta Kumar Deka
G.S. ACLA and
Kabi Librasan K.C. Das Commerce College

3. Dr. Birendra Pal,
Co-ordinator, TIT cell
ACLA and Librasan, Kaliabar College,



WEBINAR
BINANDI CHANDRA MEDHI
COLLEGE, RAMDIA
LIBRARY
ORGANIZES
AWARENESS PROGRAMME
ON
USE OF ONLINE E-RESOURCES

IN ASSOCIATION WITH
ASSAM COLLEGE LIBRARIAN ASSOCIATION
(ACLA)

DATE: 27/06/2020
TIME: 4:00 PM TO 5:30 PM

Inaugurator
Dr. Birendra Pal
Principal
BINANDI CHANDRA MEDHI COLLEGE

Coordinator
Jaya Mndhi
LIBRARIAN
BINANDI CHANDRA MEDHI
COLLEGE

RESOURCE PERSONS

- Prof. Sanjay Kumar Singh
HOD, Deptt. of Lib. & Inf. Science,
Ganhati University
- Dr. Prasanta Kumar Deka
G.S. ACLA and Librasan, K.C. Das
Commerce College
- Dr. Birendra Pal, Coordinator
TIT Cell, ACLA and Librasan,
Kaliabar College

For Registration Form, Contact
Jaya Mndhi, Librarian (0361) 2512345
BINANDI CHANDRA MEDHI COLLEGE

For Sponsorship, Contact
Dr. Birendra Pal, Librarian
BINANDI CHANDRA MEDHI COLLEGE

The ICAC of B.C. Medhi College Ramdia organised webinar on Awareness Programme on Use of online e-resources in collaboration of central library of B.C. Medhi college and Library Association, Assam on 27th June, 2020 on Google Meet. The programme was inaugurated by Dr. A.K. Paul, headmaster of the college. After a welcome speech was given by the principal i.e. Dr. A.K. Paul the purpose of the webinar explained by Mrs. Jaya Medhi, Librarian B.C. Medhi college. In the webinar, the resource persons respectively, Prof. Sanjay Kumar Singh, Dr. Prasanta Kumar Das and Dr. Birendra Pal delivered their sessions and explained elaborately about the use of e-resources in the present technological days. They also mentioned how e-resources are helpful for the students in their academic purposes. Finally, the webinar ended at 2:30 p.m. The total participants were 37 in this webinar.



with regards,
Dr. Sadyabati Medhi
for, Co-ordinator, ICAC
B.C. Medhi College, Ramdia

WEBINAR

BINANDI CHANDRA MEDHI COLLEGE, RAMDIA LIBRARY ORGANIZES AWARENESS PROGRAMME ON USE OF ONLINE E-RESOURCES

IN ASSOCIATION WITH ASSAM COLLEGE LIBRARIANS' ASSOCIATION (ICT CELL)

DATE: 27/06/2020 TIME: 4:00PM TO 5:30 PM

Inaugurator



Dr. Ashi K. Paul
Principal
BINANDI CHANDRA MEDHI COLLEGE

Coordinator



Jaya Medhi
Librarian
BINANDI CHANDRA MEDHI COLLEGE

For Registration Please Contact:
Jaya Medhi, Librarian(91304219472)
BINANDI CHANDRA MEDHI COLLEGE

RESOURCE PERSONS



Prof. Sanjay Kumar Singh
HOD, Dept of Lib & Inf Sc.
Gauhati University



Dr. Prasanta Kumar Deka, G.S
ACLA and Librarian, K.C Das
Commerce College



Dr. Birender Pal, Coordinator
ICT Cell, ACLA and Librarian,
Kaliabor College

* Certificates will be provided to the participants

Dr. Birender Pal, Coordinator
ICT Cell, ACLA & Librarian
Kaliabor College (9435949444)



COVID-19 AWARENESS PROGRAMME

Conducted by -


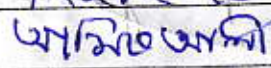
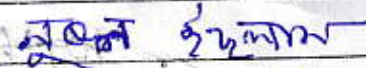
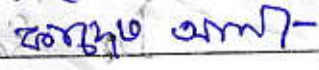

IQAC

B. C. Medhi College, Ramdia
visiting Area: Milpara, Chatlabari,
Tapabari, Nodia etc.

Date: - 18/12/2020

Time: - 11:00 AM onwards

Signatures of the participants in the programme.

1. 
2. Manisha Majumdar
3. Dr. Satyabati Medhi (Co-ordinator) ^{joint}
4. Darpana Choudhury
5. Jaya Medhi
6. Nazam Islam
7. Rezaq Ali
8. Abu Kais Ahmed
9. Samina Begam
10. Juti Das
11. Amite Ali
12. Animesh Deka
13. Nava Kr. Das
14. 
15. 
16. 
17. Rubul Hoque
18. Aming Khatun
19. Rubul Hoque
20. Azizul Hoque
21. Aimal Ali
22. Javed Ali Ahmad
23. 



25. Sekandar Ali

25. Raluina Begum

26. Akhima Khatun

27. Joyrab Begum

The IQAC of the college organized an Awareness Programme on Covid-19 on 18th December, 2020 11:00 AM to onwards. Accordingly few teachers of the college along with Principal Sir visited to neighbouring area of the college. At first they visit to Milpara Chowk, then Chatlabari, Tapabari and then Nadia of Ramdia. They gathered a few people located in there and explained about the awareness to do precaution to be taken during Covid-19. They also suggested people to wash their hands frequently, wear face mask and use sanitizer when go some where. Finally at 3:30 p.m. the programme ended.



With regards
Dr. Satyabati Medhi
Co-ordinator, IQAC
B.C. Medhi College, Ramdia



LIST OF COLLABORATIVE QUALITY INITIATIVES BY IQAC

Name of the activity	Organising unit/ agency/ collaborating agency	Name of the scheme	Year of the activity
Nadi Utsav, Ministry of Jal Shakti celebrating rivers of India,	NCC	Ministry of Jal Shakti, India	12/12/2021
Youth Summit: Life and Teaching of Swami Vivekananda	NCC	Youth encouragement	12/1/2022
Free health check-up Camp in Collaboration with Gate Hospital	NSS	Health Awareness	17/02/2019
Swachh Bharat Abhiyan	NSS	Swacchta Hi Seva	21/03/2019
Awareness programme about Covid-19	NSS	Covid-19 awareness Programme	17/03/2020
How to face an interview	Career Counselling and Guidance Cell	Personality Development	19/04/2022
An awareness programme on women's health and hygienic	Women Cell	Health Awareness	14/05/2022
Voter awareness programme	Electoral Literary Club	Political Awareness	12/3/2022
International Yoga day	NSS	Health Fitness	5/6/2017
Alumni Meet	Alumni Association	Organisational	14/10/2018
Guardian Meet	IQAC	Public Awareness	25/08/2019
International women's day	Women Cell	Women Empowerment	8/3/2018
Senior Citizen Forum	Central Library	Literary Awareness	11/4/2022
Bihu Karmakhala	IQAC	Cultural Unity	13/04/2022
Value of Education in Society an awareness programme	Dept. of Education	Educational Awareness	1/11/2017
Importance of Co-curricular activities, an awareness Programme	Dept. of Education	Educational Awareness	11/11/2019
Field Survey on Socio Economic condition of Sialmari Char	Dept. of History	Social Awareness	1/2/2022
Field Tour to UKIUM	Dept. of Economics	Environmental Awareness	28/10/2017
Educational Tour to Rani Kapili	Dept. of Economics	Environmental Awareness	16/01/2020
Educational and Economic Survey of the Community People	Dept. of Education	Economic Awareness	20/12/2021
Educational and Economic Survey on Malida para Village	Dept. of Education	Economic Awareness	11/5/2022
Workshop on Preparing Lesson Plan	Dept. of Education	Educational Awareness	13/05/2022
An Educational Tour to Gauhati University	Dept. of Education	Educational Awareness	22/02/2019
International Mother Language Day	Dept. of Assamese	Literacy Awareness	21/02/2018
World Poem Day	Dept. of Assamese	Educational Awareness	21/03/2018
Faculty Exchange Programme	Dept. of Assamese	Educational Awareness	18/02/2020




Principal IIG
Brijnandi Chandra Medhi College
 Kamrup - Kamrup

BINANDI CHANDRA MEDHI COLLEGE, RAMDIA

P.O-RAMDIA, DIST-KAMRUP (ASSAM), PIN-781102

EMAIL ID: collegebcm@gmail.com

WEBSITE: www.bcmcollege.in

Phone No: 8638108705/9957017062



FIRST CYCLE NAAC ACCREDITATION, 2022

CRITERION-6

Governance, Leadership and Management

6.5: Internal Quality Assurance System

6.5.2: Quality assurance initiatives of the institution

- i) *Quality Audit Report*
 - a) *Green Audit*
 - b) *Energy Audit*
 - c) *Gender Audit*
- ii) *Academic and Administrative Audit Report*
- iii) *List of Collaborative Quality Initiatives by IQAC*
- iv) *Minutes of IQAC Meeting*

SUBMITTED TO



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

Date: 01/05/2017

Place: Principals room

Day: Thursday.

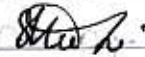
Name of the Members

Signature

1. Ashit Kr. Paul



2. Satyabati Medhi



3. Dilip Das

4. Jitendra Deka



5. Mukut Pathak

6. Manisha Mazumdar

Manisha Mazumdar

7. Shahidul Islam



8. Jaya Medhi

Jaya Medhi

9.

Agenda

1. Acceptance of the chair by the president
2. Purpose of the meeting.
3. presentation of resolution of previous meeting.
4. Discussion on formation of necessary cell for smooth functioning of IGAC
5. Feedback discussion of stakeholders.
6. Others.

Today the 1st June 2017 Thursday a meeting of IGAC had been held at principals room at 12:30 pm in the presence of the above signed members of the IGAC.

The main purpose of the meeting is regarding the formation of various cells in the college for smooth functioning of the IGAC and college as a whole.



After a fruitful discussion, the house has taken the following resolutions

① It is resolved that the necessary cells like Women cell, research cell, publication cell, planning committee and some other important cells have to be formed shortly.

② It is resolved to organise a staff meeting to form the cells shortly and responsibility has handed to Co-ordinator IQAC.

After taking this resolution president give thanks to all the members and closed the meeting.



With Regards
Satyabati Medhi
Co-ordinator, IQAC
B.C. Medhi College, Ramdia

ACTION TAKEN REPORT

Date of Meeting	Decision Taken	Action Taken
01/05/2017	Formation of- Necessary cells	cells have been formed
01/05/2017	staff meeting organisation and cells formation	cells have been formed as per discussion in the staff meeting.



Satyabati Meelhi

Co-ordinator, IQAC
B.C. Medhi College, Ramdia

Date: 7/06/2017

place: IGAC room

Day: Wednesday

Time: 2.00 pm.

Name of the Members

Signature

1. Ashit Kr. Paul President

2. Satyabati Medhi (Co-ordinator)

3. Dilip Das Members

4. Jitendra Deka

5. Mukut Pathak

6. Manisha Mazumdar

Manisha Mazumdar

7. Shahidul Islam

8. Jaya Medhi

Jaya Medhi

9.

Agenda

1. Acceptance of the Chair by the President.
2. Purpose of the meeting.
3. Presentation of resolutions of previous meeting.
4. Discussion about the Development of the IGAC room.
5. Discussion regarding conduct of cell-oriented workshop.
6. Others.

Today the 7th June 2017, Wednesday a meeting of IGAC had been held at IGAC room at 2.00 pm. in the presence of the above signed members of the IGAC.

The meeting was for discussion



room by the fund granted by UGC for developing the functions of IQAC. A discussion regarding the conduct of cell-oriented workshop has also been held in the meeting.

Accordingly following resolutions has been undertaken

Resolutions

- ① It is resolved that one Honda Generator and xerox machine has to be purchased from this fund.
- ② It is resolved that the principal sir would provide Desktop and printers for IQAC.
- ③ It is resolved that a cell-oriented workshop would be conducted very shortly.
- ④ It is resolved that principal will handed money to the co-ordinator for conducting the workshop as she needed.

After taking this resolutions, giving thanks to all the president has closed the meeting.

With regards
Sabyabati Medhi
Co-ordinator, IQAC
B.C. Medhi College, Ramdia



ACTION TAKEN REPORT

Date of the Meeting	Decision Taken	Action Taken
07/06/2017	One Honda and 1 Zerox machine would be purchased	One Zerox Machine has purchased by Principal Sir
07/06/2017	Principal Sir would provide desktop and Printers to IQAC	Principal Sir provided a Desktop set to IQAC
07/06/2017	conducting of a cell-oriented workshop by IQAC	IQAC has conducted a one day cell oriented workshop for the functioning of cells of IQAC



Sahyabati Medhi
 Co-ordinator, IQAC
 B.C. Medhi College, Ramdia

Date: 02/11/2017

Place: IQAC Room

Day: Thursday

Time: 1.00 pm.

Name of the members

Signature

1. Ashit Kr. Paul



2. Satyabati Medhi (Co-ordinator)



3. Dilip Das

4. Sitendra Deka



5. Mukut Pathak

6. Manisha Mazumdar

Manisha Mazumdar

7. Shahidul Islam



8. Jaya Medhi

Jaya Medhi

9.

Agenda

- ① Acceptance of the chair by the president.
- ② Purpose of the meeting.
- ③ Presentation of resolution of previous meeting.
- ④ Discussion regarding publication of the news letter.
- ⑤ Others

Today the 2nd Nov. 2017, Thursday a meeting of IQAC has been held at IQAC room in the presence of above signed members of IQAC. As the resolutions taken in the previous meeting had implemented the main purpose of today's meeting is to discuss regarding

publishing a news letter by IQAC.

Resolutions

① It is resolved that Annual News letter would be published from the session 2016-17 and 2017-18.

② The editorial board of the newsletter for the first issue will be -

Editor: Satyabati Medhi

Members: Jitendra Deka

Dilep Das

Md. Shahidul Islam

Mukul Pathak

Manisha Mazumdar

At the end the president request the fellows to co-operate in every aspects of the college and closed the meeting.



Regards
Satyabati Medhi
Co-ordinator, IQAC
B.C. Medhi College, Ramdia

ACTION TAKEN REPORT

Date of Meeting	Decision Taken	Action Taken
02/11/2017	Annual News letter would be published	The preparation of New letter is going on
02/11/2017	The Editorial board formation of News letter	The Editorial board for News letter has been form and the appointment letter also di issued by the Principal Sir



Satyabati Medhi

Co-ordinator, IQAC
B.C. Medhi College, Ramdia

Date: 25/04/2018

place: IQAC Room

Days: Wednesday

Time: 2:00 pm

Name of Members

Signature

1. Ashit Kr. Paul

2. Sabyabati Medhi (co-ordinator)

3. Dilip Das

4. Jitendra Deka

5. Mukut Pathak

6. Manisha Mazumdar

Manisha Mazumdar

7. Shahidul Islam

8. Jaya Medhi

Jaya Medhi

9.

Agenda

① Acceptance of Chairpersons seat.

② Purpose of the meeting.

③ Regarding inauguration of the newsletter.

④ Others.

Today the 25th of April 2018, Wednesday a meeting ^{at IQAC} has been held to fix a date to inaugurate the first issue of news letter on 27th April 2018. After fixing the date, giving thanks to all the president closed the meeting.

Regards

Sabyabati Medhi

Co-ordinator, IQAC

B.C. Medhi College, Ramdia



Date: 1/6/2018 Friday

Time: 12:00 noon

Signature of the members

Signature

1. Ashit Kr. Paul
2. Sadyabati Medhi (Co-ordinator)
3. Dilep Das
4. Jitendra Deka
5. Mukut Pathak
6. Manisha Mazumdar
7. Shahidul Islam

Ashit

S Medhi

J Deka

Manisha Mazumdar

Shahidul Islam

Agenda

1. Discussion regarding plantation programme in collaboration with TCS group.

Today the 1st of June 2018, a meeting of IQAC had been organised with a view to conduct a plantation programme by IQAC in collaboration with Tala Consultancy Services (Pvt). The co-ordinator said that the TCS group will come to conduct the programme on 2nd June 2018, as a celebration of World Environment Day.

Accordingly it is resolved to organise the programme on 2nd June by IQAC.

ACTION TAKEN REPORT

Date	Decision Taken	Action Taken
1/6/2018	Plantation Programme in collaboration with TCS group	The IQAC has communicated TCS group for a plantation programme.

Regards.

Sadyabati Medhi

Co-ordinator, IQAC
B.C. Medhi College, Ramdia

S Medhi

Date: 12-10-18

Place: LGAC Room

Day: Friday

Time: 12:30 pm.

Name of the Members

Signature

1. Ashit K. Paul

2. Satyabati Medhi (Co-ordinator)

3. Jitendra Deka

4. Jaya Medhi

5. Shahidul Islam

6. Manisha Majumdar

7. Abu Laise Ahmed

8.

9.

Satyabati Medhi

Jaya Medhi

Manisha Majumdar

Agenda

(i) Discussion Regarding sending a proposal for National Seminar to INTACH.

(ii) Regarding feedback analysis.

Today the 12th of October 2018, a meeting of LGAC has held in the presence of the above signed members of LGAC with the agenda regarding sending a proposal for National Seminar to INTACH. All the members have contribute their ideas and the following resolutions has been undertaken.



Resolutions ACTION TAKEN

(i) It is resolved that a proposal for national seminar has to be prepared for sending to INTACH.

(ii) It is resolved that on the basis of the feedback collection from the stakeholders the necessary step will be taken for further improvement.

Regards
Satyabati Medhi
Co-ordinator, IQAC
B.C. Medhi College, Ramdia



Satyabati Medhi

Co-ordinator, IQAC
B.C. Medhi College, Ramdia

Date: 28-10-2018

Place: IQAC ROOM

Day: Friday

Time: 1:30 pm.

Name of the Members

Signature

1. Ashit Kr. Paul



2. Dr. Sahyabati Medhi (co-ordinator)



3. Jitendra Deka



4. Shahidul Islam



5. Manisha Majumdar

Manisha Majumdar

6. Jaya Medhi

Jaya Medhi

7. Abu Lais Ahmed

Abu Lais Ahmed

8.

9.

Agenda

(i) Discussion regarding theme of National Seminar to be applied.

(ii) Regarding formation of the Seminar committee.

Today the 28th of October 2018 a general meeting of IQAC has been held at the presence of the abovesigned members. The convenor request principal to preside over the meeting. The meeting is for fixing the theme of the national seminar proposal to INTACH and for formation of a Seminar Committee.

The house taken the following resolutions after a long discussion.



Resolutions

① It is resolved to form the committee as follows -

Chairperson: Dr. Ashit Kr. Paul

Convenors: Dr. Sahyabati Medhi
Jitendra Deka

Co-convenors: Mekut Pathak
Shahidul Islam.

② Topic for the seminar -
Textile Heritage of NE India

③ It is resolved that convenors and co-convenors have allowed for preparing the estimated budget.

At the end chairperson gives thanks to all and closed the meeting.

Regards.

Dr. Sahyabati Medhi

Co-ordinator, IQAC
B.C. Medhi College, Ramdia



Action Taken Report

Date of the meeting	Decision Taken	Action Taken
26/10/2018	Theme of National Seminar	Theme of National Seminar has been prepared.
26/10/2018	Formation of Seminar Committee	Seminar Committee has been formed.



Satyabati Medhi
Co-ordinator, IQAC
B.C. Medhi College, Ramdia



Date: 02/05/2019
Place: LGAC Room
Time: 12 Noon
Day: Thursday

Name of the members

Signature

1. Ashut Kr. Paul

2. Dr. Sahyabati Medhi (co-ordinator)

3. Jitendra Deka

4. Manisha Majumdar

5. Shahidul Islam

6. Jaya Medhi

7. Abu Laise Ahmed

8.

9.

Manisha Majumdar

Jaya Medhi
Abu Lais Ahmed

Agenda

- ① Discussion regarding formation of DPC
- ② Regarding formation of required cells of LGAC.

Today the second of May 2019 (Thursday) a meeting of the LGAC had been held in college premises at 12 noon with the presence of the above signed members. The purpose of the meeting is to discuss regarding the formation of DPC in the respective departments where the Assistant professor stage-I, became eligible for the placement of stage-II. All the members have shared the...

Accordingly following resolutions have been undertaken in the meeting.

① It has been resolved that the co-ordinator of IQAC has been given responsibility to perform all the procedures regarding the formation of DPC in the departments of Assamese, English, pol. science, Education and Economics within a very short period.

② It is resolved to form the remaining cell.

Regards

Dr. Satyabati Medhi

Co-ordinator, IQAC

B.C. Medhi College, Ramdia



Satyabati Medhi
Co-ordinator IQAC
B.C. Medhi College, Ramdia

ACTION TAKEN REPORT

<u>Date of the meeting</u>	<u>Decision Taken</u>	<u>Action Taken</u>
02/05/2019	Formation of DPC for CAS Promotion	The experts of different departments have been selected.
02/05/2019	Formation of Necessary Cells	Extension and Career Counselling & Guidance Cell has been formed.



Satyabati Medhi

Co-ordinator, IQAC
B.C. Medhi College, Ramdia

Date: 02/07/2019

Place: Principals room

Day: Tuesday

Name of the Members

Signature

1. Dr. Ashit Kr. Paul

2. Dr. Satyabati Medhi (Co-ordinator)

3. Jitendra Deka

4. Shahidul Islam

5. Manisha Majumdar

Manisha Majumdar

6. Jaya Medhi

Jaya Medhi

7. Abu Lais Ahmed

Abu Lais Ahmed

8.

Agenda

(1) Discussion regarding conduct of an workshop on 'CBCS Course'

(2) Discussion on feedback analysis of the stakeholders.

(3) Others.

Today the 2nd of July 2019 a meeting of the IGAC has been held in the IGAC room in the presence of the above signed members. The purpose of the meeting is to organise and workshop on the Topic - 'CBCS Course' and also on feedback analysis from the stakeholders.



At the end of the meeting, following resolutions have been undertaken.

Resolutions

① It has been resolved that a workshop on CBCS course have to be organised before the starting of the new session. Accordingly date has fixed on 18th of July 2019.

② It is resolved that the workshop would be organised in Association with IGAC and AAC of the college.

③ It is resolved that Dr. Satyabati Medhi and Jitendra Deka would be the joint convenor of the workshop.

④ It is resolved to perform all the deeds regarding co-operation with resource person for the workshop has been handed to the convenor of IGAC.

⑤ It is resolved that responsibility of Brochure printing is handed to Jitendra Deka.

⑥ It is resolved that Jaya Medhi would manage the projector.

⑦ It is resolved that Principal i/c Sir would manage the lunch for the day.

Resolved that
⑧ Necessary action should be taken on the basis of feedback analysis for further improvement

1999 Giving thanks to all the
chairperson closed the meeting.

Regards.

Dr. Satyabati Medhi

Co-ordinator, IQAC
B.C. Medhi College, Ramdia



Dr. Satyabati Medhi

Co-ordinator, IQAC

B.C. Medhi College, Ramdia

ACTION TAKEN REPORT

Date of the meeting	Decision Taken	Action Taken
02/07/2019	Conduction of a one day workshop CBCS course.	The committee has been formed
02/07/2019	Selection of the resource person for the workshop	Resource person has been selected to Dr. Dhanraj Choudhary sir, Controller, G.U. and communicated to another for selection - finally workshop has been conducted by ICPC






Sadyabati Medhi
 Co-ordinator, IQAC
 B.C. Medhi College, Ramdia

Date: 30/9/2019

Day: Monday

Time: 2:00 pm

Name of the Members & Signature

- | | |
|-----------------------------------|---|
| 1. Ashit Kr. Paul |  |
| 2. Satyabati Medhi (Co-ordinator) |  |
| 3. Jitendra Deka | Jitendra |
| 4. Shahidul Islam |  |
| 5. Manisha Mazumdar | Manisha Hajumdar |
| 6. Jaya Medhi | Jaya Medhi |
| 7. Abu Lais Ahmed | Abu Lais Ahmed |
| 8. | |

Agenda

- ① Regarding book donation programme
- ② Regarding Swachha Bharat Mission.

Today the 30th September 2019 a meeting of IQAC has been held at 2:00 pm for discussing the above agenda. After discussion the following resolutions have been undertaken.

① It is resolved to conduct the following two programme on 2nd October 2019 as a celebration of Gandhi Jayanti

- ① Swachha Bharat Mission
- ② Book donation programme in the College library.

Regards.
 Satyabati Medhi
 Co-ordinator, IQAC
 B.C. Medhi College, Ramdia



ACTION TAKEN REPORT

Date of the meeting	Decision Taken	Action Taken
30/09/2019	Book Donation & Programme conduction.	The Programme of Book Donation to Library has been conducted
30/09/2019	Swachh Bharat Mission Abhyan	The IQAC conducted Swachh Bharat Mission Abhyan



Satyabati Medhi
Co-ordinator, IQAC
B.C. Medhi College, Ramdia

REPORT TAKEN Date: 10/6/2020

Today the 10th June 2020 within the midst of Lock down an online meeting of IQAC has been held with a view to conduct a one day long webinar by the department of Library in initiation with IQAC.

It is resolved to organise an webinar on 27th June 2020 by the Library and Jaya Medhi is the Convener of the webinar.
Topic: "Use of Online Resources"

Regards
Sabyasati Medhi
for, Co-ordinator, IQAC
B.C. Medhi College, Ramdia



Binayal Chandra Medhi College
Co-ordinator, IQAC
B.C. Medhi College, Ramdia

ACTION TAKEN REPORT

<u>Date of the Meeting</u>	<u>Decision Taken</u>	<u>Action Taken</u>
10/06/2020	organisation of a one day webinar and it would be in collaboration with Library Association and Central Library of the college.	The web has been conducted successfully on 27/06/20 in online mood through Google Meet.



Dr. Satyabati Medhi
for Co-ordinator, IQAC
B.C. Medhi College, Ramdia

Date: 16/12/20

Day: Wednesday

Time: 12:30

Name of the Members

Signature

1. Ashit Kr. Paul

2. Satyabati Medhi (joint co-ordinator, IQAC)

3. Jitendra Deka

4. Shahidul Islam

5. Manisha Majumdar

6. Jaya Medhi

7. Abu Lais Ahmed

8.

[Signature]

[Signature]

[Signature]

[Signature]

Manisha Majumdar

Jaya Medhi

Abu Lais Ahmed

Agenda

① Discussion regarding organisation of an awareness programme by IQAC.

Today the 16th december 2020 a meeting of IQAC had been held for discussion on above topic. As the Covid-19 pandemic have affected the human being with a deadly affect, so it is very necessary to ~~and~~ arrange an awareness programme on Covid with a view to save them from the pandemic. Accordingly, it is resolved to organise the programme on 18th dec. 2020, Friday.



Regards.

Dr. Satyabati Medhi

for, Co-ordinator, IQAC
B.C. Medhi College, Ramdia

Action Taken Report

Date of the Meeting	Decision Taken	Action Taken
16/12/2020	Organisation of An Awareness Programme on Covid-19.	The IQAC conducted an Awareness Program on Covid-19 on 18/12/2020 in the neighbourhood Areas.



Dr. Satyabati Medhi

Co-ordinator, IQAC
B.C. Medhi College, Ramdia

Date: 4/1/2021

Day: Monday

Time: 12:30

Name of the Members

Signatures

1. Dr. Ashit Kr. Paul

2. Dr. Satyabati Medhi (Joint Co-ordinator, IQAC)

3. Shahidul Islam.

4. Jitendra Deka.

5. Shahidul Islam

6. Manisha Mazumdar

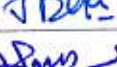
7. Jaya Medhi

8.











Manisha Mazumdar

Jaya Medhi

Agenda: Regarding Publication of ISBN Book.

Today the 2nd January, 2021 a meeting of IQAC has been held at 12:30 pm with a view to publish a Research based ISBN Book in this year. The meeting handed the responsibility to the department of Economics to publish an ISBN peer-reviewed book in the year 2021.

Resolution

① It is resolved that an ISBN Peer-reviewed BOOK be published by Economics Department

② Editorial board be formed by the department itself.

③ IQAC will adopt a village, Bhelkar No-1 very shortly with an open public meeting.

Regards.

Dr. Satyabati Medhi

Co-ordinator, IQAC
B.C. Medhi College, Ramdta



ACTION TAKEN REPORT

Date of the Meeting	Decision Taken	Action Taken
4/1/2024	Publication of Peer review book by Economics Deptt in initiative of IQAC	The book has been published.
4/1/2024	Adoption of a village, Balkhar No-1	The IQAC adopted a village, Balkhar No-1 very late on 25th September 2024



Dr. Satyabati Medhi

for, Co-ordinator, IQAC
B.C. Medhi College, Ramdia

REPORT
Date: 22/11/2021

Day: Monday

Time: 1:30

Name of the Members

Signatures

1. Dr. Ashit Kr. Paul

2. Dr. Satyabati Medhi (joint co-ordinator, IQAC)

3. Jitendra Deka

J Deka

4. Shahidul Islam

5. Manisha Majumdar

Manisha Majumdar

6. Jaya Medhi

Jaya Medhi

7. Abu Laib Ahmed

Abu Laib Ahmed

8.

Agenda

- ① Discussion regarding a free health camp in the college.

Today the 22nd Nov. 2021, a meeting of IQAC has been held at college premises with a view to conduct a free health camp in collaboration with Gate Hospital ^{and} other agencies as a celebration of Assam Divash. The house decided to celebrate the Day on 24th Nov. 2021



Regards.

Dr. Satyabati Medhi

for, Co-ordinator, IQAC

B.C. Medhi College, Ramdia

ACTION TAKEN REPORT

Date of the meeting	Decision Taken	Action Taken
22/11/2021	Organisation of a Free Health Check-up Camp in the college.	A free Health Check-up camp has been conducted by IQAC in collaboration with Gate Hospital Guwahati on 26/12/2021



Dr. Satyabati Medhi

for Co-ordinator, IQAC
B.C. Medhi College, Ramdia

Date: 8/1/2022

Day: Saturday

Time: 12:00 noon

Signature of the members

Signature

1. Dr. Ashit Kr. Paul (Principal /c)
2. Dr. Satyabati Medhi (Joint co-ordinator, IQAC)
3. Jitendra Deka
4. Jaya Medhi
5. Shahidul Islam
6. Manisha Majumdar
7. Abu Lais Ahmed

- [Handwritten signatures]*
- Jitendra Deka
- Jaya Medhi
- Manisha Majumdar
- Abu Lais Ahmed

Agenda Regarding publication of the vol-11 of Abhayan.

② Visiting the adopted village for Socio-Economic Survey

Today a meeting of IQAC has been held with the agenda of publishing the 2nd volume of the peer-reviewed ISBN book in this year. As the college has not sufficient publication having ISBN, so, the department of Economics has been handed again to publish a book on Research based article.

Resolution

① It is resolved that the economic department be published the 2nd volume of Abhayan within the year 2022 -

② IQAC is resolved to visit the adopted village Bhelkar No- 1 in a public meeting on 10/01/2022

Regards

Dr. Satyabati Medhi
 Co-ordinator, IQAC
 B.C. Medhi College, Ramdia



ACTION TAKENS REPORT

Date of the meeting	Decision Taken	Action Taken
08/01/2022	The Economics Deptt in initiation of IQAC publish Abhiyan No-11	The Peer review book has been published.
08/01/2022	IQAC resolved to visit the Adopted village Bhelkar No-1 for Socio-Economic Survey.	The IQAC visited the Adopted village for Socio-Economic Survey 10th Jan/2022.



Regards

Dr. Satjabati Medhi

for, Co-ordinator, IQAC
B.C. Medhi College, Ramdia