



Office of the Principal

# Bhawanipur Anchalik College

ভৱানীপুৰ আঞ্চলিক মহাবিদ্যালয়

Accredited (Second Cycle) by NAAC with CGPA of 2.53 on four Point Scale at B Grade

P.O.- Bhawanipur, Dist.- Barpeta (Assam)

Pin- 781352

From,  
Dr. Mukunda Sarma, M.A., B.Ed., M.Phil., Ph.D.  
Principal/Secretary

Ph - 036665214711 (O)  
- 9435024378 (M)

E-mail : bacbhawanipur@gmail.com

Memo No: BAC/5734/2023

Date: 07/06/2023

From

Office of the Principal  
BhawanipurAnchalik College  
Bhawanipur, Barpeta, Assam  
PIN: 781352  
Mail Id: [bacbhawanipur@gmail.com](mailto:bacbhawanipur@gmail.com)  
College Website: [www.bacollege.ac.in](http://www.bacollege.ac.in)

To

The Vice Principal/IQAC Coordinator/All HODs/President – Secretary – Teachers’  
Unit/All Committee Office Bearers  
BhawanipurAnchalik College  
Bhawanipur, Barpeta, Assam  
PIN: 781352 Dated: Office of the Principal, Bhawanipur Anchalik College, the 7<sup>th</sup> June, 2023

Sub: NAAC Preparation Documents to be submitted to the IQAC Coordinator

Sir/Madam,

In inviting a reference to the subject cited above all are requested to keep the following Documents Ready within SEVEN DAYS for NAAC preparation:

1. Mentoring Report
2. Activity Profile of the Cell
3. Activity Profile of the Committees inclusive of the Vision/Mission/Objectives/Activity Registers
4. Adopted Village data inclusive of the Vision/Mission/Objectives/Activity Registers
5. NEP Implementation Plan and Class Routine of the Department
6. Class Diary
7. Alumni Documents
8. Status Report of Cleanliness and setting of the Department
9. Departmental Meeting Diary
10. Course Progress Record maintained by the HOD
11. Departmental Presentation
12. Adopted School Activity Profile
13. Activity Profile jointly conducted by the institutions after signing MOUs
14. Teaching/Learning and Knowledge transaction to the Society details in black and white
15. Records of the initiative for making the Department Plastic Free
16. Alumni Activity Profile
17. Alumni Donation Profile
18. Individual Social Contribution Profile
19. DIGITAL Class Diary
20. Academic Achievement Profile
21. Research Profile
22. Hostel Service Profile
23. Contribution to College Health Records
24. Justification Note for residing in other District
25. Records of Departmental Literary Contribution
26. Contribution of the Department in Environmental Preservation
27. Records of activities of Counseling of Departmental Students
28. Records of Department initiative for Increasing Number of Students in the Department
29. Report of Departmental Analysis of NAAC Score as per the Criteria
30. Future Activity Plan of the Department.

All are directed to submit the documents to IQAC Coordinator within the specified time line.

This is NAAC URGENT.

Yours faithfully

  
Principal  
Bhawanipur Anchalik College  
Bhawanipur

07/06/2023

Principal/Secretary  
(Dr. Mukunda Sarma)  
BhawanipurAnchalik College  
Bhawanipur, Barpeta, Assam  
PIN: 781352