

EXTENSION CELL POLICY



**BENGTOLE COLLEGE, BENGTOLE
CHIRANG, BTR, ASSAM**

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Memo No.

DECLARATION

I hereby declare that all the information furnished herewith are true to the best of my knowledge and belief.


Principal
Bengtoli College
Bengtoli
Principal
Bengtoli College
Bengtoli

EXTENSION CELL
BENGTOLE COLLEGE, BENGTOLE

1. Introduction

The Extension Cell under IQAC, Bengtol College has been formed to carry out the noble task of various extension activities of the college. The Cell is committed to fostering collaboration between the college and the wider community. This policy document outlines the objectives, guidelines, and procedures for the functioning of the Extension Cell.

2. Composition of Extension Cell:

The Extension Cell will consist of following members:

1. Principal of the college as Chairman
2. One coordinator among the teaching staff
3. Three to four members from the teachers

3. Tenure of the Members:

Other than the chairman, the coordinator and members will be reshuffled after two years. However, they may be retained or replaced in no time during certain condition and situation.

4. Objectives:

The Extension Cell aims to:

- a. Promote community engagement and social responsibility among students, faculty, and staff.
- b. Facilitate the exchange of knowledge and resources between the college and the community.
- c. Contribute to the socio-economic development of the surrounding areas.
- d. Enhance the college's reputation and create a positive impact in society.
- e. To encourage social responsibility among the students for solving various problems.
- f. To provide platform among the students to work and develop skills for community service activities.

5. Functions and Responsibilities: The Extension Cell is responsible for:

- a. Identifying and coordinating outreach programs, initiatives, and projects in collaboration with community partners.
- b. Developing partnerships with local organizations, NGOs, government agencies, and other stakeholders to address community needs.

- c. Organizing workshops, seminars, and training programs to promote skill development and capacity building.
- d. Encouraging students and faculty members to actively participate in community service activities.
- e. Conducting research and surveys to assess community needs and develop appropriate interventions.
- f. Establishing a mechanism to evaluate the effectiveness and impact of extension activities.

6. Collaboration and Partnerships:

The Extension Cell will actively seek collaboration and partnerships with various entities, including:

- a. Non-governmental organizations (NGOs) working in relevant areas.
- b. Government departments and agencies involved in community development.
- c. Local community-based organizations and social enterprises.
- d. Alumni and industry partners interested in supporting community initiatives.

7. Funding and Resources

The college will allocate resources to support the activities of the Extension Cell. Additionally, the cell may seek external funding through grants, sponsorships, and donations to enhance its outreach efforts.

8. Implementation and Reporting

The Extension Cell will operate under the guidance of a designated faculty coordinator or committee. The coordinator/committee will be responsible for overseeing the planning, implementation, and monitoring of extension activities. Regular progress reports and evaluations will be submitted to the college administration.

9. Ethical Considerations

All extension activities undertaken by the college should adhere to ethical standards, respecting the dignity, privacy, and cultural values of the community. The Extension Cell should prioritize sustainable and equitable development, ensuring that interventions are inclusive and beneficial to all stakeholders.

10. Evaluation and Impact Assessment

The Extension Cell will periodically evaluate the impact and effectiveness of its initiatives. This assessment will help identify areas of improvement, modify strategies, and ensure that the cell's activities align with the college's overall mission and goals.

11. Review and Amendments

This policy document will be reviewed periodically to incorporate changes based on evolving needs and feedback from stakeholders. Amendments to the policy will be made in consultation with the college administration and relevant authorities.

Conclusion:

The Extension Cell of Bengtol College plays a vital role in connecting the college with the community and fostering social responsibility. This policy document provides the framework for effective functioning and continuous improvement of the Extension Cell's activities.