

Yearly Status Report - 2017-2018

Part A		
Data of the Institution		
1. Name of the Institution	LAKHIPUR COLLEGE	
Name of the head of the Institution	Mirza Mannaf	
Designation	Principal(in-charge)	
Does the Institution function from own campus	Yes	
Phone no/Alternate Phone no.	+919101997329	
Mobile no.	9101997329	
Registered Email	lakhipurcollegeglp@gmail.com	
Alternate Email	saloijk@gmail.com	
Address	Lakhipur College, Lakhipur, Goalpara	
City/Town	Lakhipur	
State/UT	Assam	
Pincode	783129	
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Jayanta Kumar Saloi
Phone no/Alternate Phone no.	+918638072897
Mobile no.	9435324525
Registered Email	lakhipurcollegeglp@gmail.com
Alternate Email	saloijk@gmail.com
3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://lakhipurcollege.in/wp-content/uploads/2022/02/AQAR-2016-17-NEWWWW.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://lakhipurcollege.in/wp-content/up loads/2022/01/ACADEMIC- CALENDAR-2018-2019.pdf
5. Accrediation Details	

Cycle	Grade	CGPA	Year of	Vali	dity
			Accrediation	Period From	Period To
1	В	74	2005	28-Feb-2005	28-Feb-2010

6. Date of Establishment of IQAC 05-Sep-2002

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture			
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries	
Workshop on civil Rights	31-Jan-2017	200	

	1	
Seminar on Innovation in Teaching Process	25-Aug-2017 1	15
Workshop on students health	21-Oct-2017 1	50
Orientation program on employability skills	13-Feb-2018 1	55

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Departmen t/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2018 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	<u>View Link</u>
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<u>View Uploaded File</u>
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Seminar on Innovation in Teaching Process

Workshop on students' Health

Orientation program on employability skills

Workshop on civil Rights

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes		
Celebration of Sankar Dev Tithi	Programme organized by IQAC		
World environment Day	Day observed		
Republic Day	Celebrated with speech competition		
Anti -ragging awareness program	Organized		
International Yoga Day	celebrated		
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
9.5	Z4-D6C-Z0Z1
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	07-Apr-2018
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Lakhipur College is affiliated to Gauhati University like other colleges,
Lakhipur College also follows academic calendar provided by the Gauhati
University. The academic committee of the college is formed by the Principal to
allot the classes to each subject. The HoDs distributes the topics to the
faculty members equally. Departmental meetings are held regularly to conduct
seminar, group discussion, field visits, class test, mock test and surprise
test by the Department was held at regular interval.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NILL	NILL	Nil	0	0	NIL

1.2 - Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course Programme Specialization		Dates of Introduction		
Nill NILL		Nill		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NILL	Nill

1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled			
NIL	Nill	0			
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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships		
BA	Arabic	11		
Nill	History	9		
Nill	Education	11		
Nill	English	4		
Nill	Assamese 21			
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1.4 - Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the institution?

Feedback Obtained

To collect opinion and suggestion for the betterment of the institution questionnaires were prepared by IQAC for 2017-2018 as feedback form. The process of filling up the questionnaires was explained elaborately by the teachers. The date given in feedback form was analyzed by IQAC. The difficulties and drawbacks as pointed by the respondents were recorded by the IQAC. The necessary remedial measures are taken by IQAC to solve the problems. Questionnaires were also prepared by the IQAC about the teachers' behavior and performance. The feedback were analyzed, suggestion and requirement were conveyed to the principal. The necessary actions were taken by the principal HoDs to eradicate the problems, drawbacks as mentioned respondents.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled		
ВА	Political Science	60	60	32		
BA	Economics	20	20	6		
BA	History	20	20	9		
BA	Assamese	60	60	34		
BA	English	20	20	5		
BA	Education	45	45	21		
BA	Arabic	20	20	11		
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2.2 - Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

	Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	institution	Number of teachers teaching both UG and PG courses
ľ	2017	856	0	18	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), Elearning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e- Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
18	8	3	1	0	8

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The faculty members play a crucial role in mentoring graduates. Students and their mentors share responsibility for ensuring productive and rewarding mentoring relationships. Both parties have a role to play in the success of mentoring. For graduate students, a mentor is someone who serves as a guide throughout their institutional training. They provide both professional and personal advice to the students. They further give constructive feedback on writing, teaching and other elements of career design. They can serve to help students balance professional goals with their personal lives or give emotional encouragement during challenging times. Each faculty member is the mentor of a group of 55 to 60 students allocated to him/ her by the Head of the Department. Those faculties will continue to be the mentors for the same group of students till their graduation.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
856	18	1:48

2.4 - Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
22	18	4	1	3

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies		
2018	BARNALI RABHA	Assistant Professor	EVALUATOR OF GUNOTSAV		
2018	DR. BIJAYA DEVI	Associate Professor	EVALUATOR OF GUNOTSAV		
2018	Dr. Kashyap Bishwas	Associate Professor	EVALUATOR OF GUNOTSAV		
2018	NILIMA DAS	Associate Professor	EVALUATOR OF GUNOTSAV		
2018	JAYANTA KUMAR SALOI	Associate Professor	EVALUATOR OF GUNOTSAV		
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2.5 - Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
BA	TDC ARTS	I/ 2017	15/12/2017	15/12/2017
BA	TDC ARTS	II/ 2017	01/12/2017	01/12/2017
BA	TDC ARTS	V/ 2017	15/12/2017	15/12/2017
BA	TDC ARTS	II/ 2018	18/05/2018	18/05/2018
BA	TDC ARTS	IV/ 2018	31/05/2018	31/05/2018
BA	TDC ARTS	VI/ 2018	18/05/2018	18/05/2018

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

To evaluate the students' academic development, class tests and sometimes surprise tests are held after completing a certain portion of their syllabus. These tests help the students to find their weakness and more emphasis can be made to improve their performance. Apart from these tests, home assignments are also given to the students in order to examine their writing skills. Departmental seminar, workshop, group discussions and quiz competitions are conducted by the faculty members to evaluate students' skills.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Lakhipur College prepared a Calendar as per the scheduled prescribed by the affiliating university for implementation of Curriculum and participation in Extracurricular and co-curricular Activities. As per university rules and regulation academic activity run in college throughout the year. At the beginning of session institution prepared an academic calendar to organise the curricular and extracurricular activities in the institution. In academic calendar institute adhered to available working days, short and long Holidays, National Public holidays, Admission process, Semester wise Teaching Plans, Tentative Examination days of semester, Tentative practical examination days, allocation Internal Assessment work i.e. Seminar activity, Project Assignment, Theory Assignment, Class tests, Practical assignment, Submission of Internal Assessment work, Celebration of National Science day, Celebration of various Birth and Death Anniversary, celebration of weeks like wild life, sampling plantation etc. and special days, Departmental unit tests, Educational tour, Awareness Programmes and rallies, organising workshop/ seminar activity are planed month wise and makes implementation on it.

2.6 – Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

> http://lakhipurcollege.in/wp-content/uploads/2022/02/PROGRAM-AND-OUTCOME-2017-18.-PDF-1.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage	
Nill	Nill	Political science	32	32	100	
Nill	Nill	History	9	9	100	
Nill	Nill	Economics	6	6	100	
Nill	Nill	English	5	5	100	
Nill	Nill	Education	17	17	100	
Nill	Nill	Assamese	34	34	100	
B.A	BA	Arabic	11	11	100	
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

Student Satisfactory Survey: A feedback form from the students of each department was collected regarding the academic process, institutional activities etc. The forms were analyzed by the IQAC and remedial measures were taken by the Principal of the college to eradicate the problems mentioned by the respondents.

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year	
Nill	0	NIL	0	0	
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3.2 - Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category	
Nil	Nil	Nil	Nill	Nil	
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3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start- up	Date of Commencement		
Nil	Nil	Nil	Nil	Nil	Nill		
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3.3 - Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded	
NIL	0	

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Туре	Department	Number of Publication	Average Impact Factor (if any)			
Nill	NIL	0	0			
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3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference

Proceedings per Teacher during the year

Department	Number of Publication			
English	1			
Assamese	1			
Economics	1			
Education	4			
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/Web of Science or PubMed/Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nill	0	NIL	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local	
Presented papers	1	3	0	0	
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3.4 - Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities		
Orientation program on employability skills	IQAC	5	50		
Workshop on students' Health	IQAC	7	43		
Seminar on Innovation in Teaching Process	IQAC	12	3		
Workshop on civil Rights	IQAC	10	190		
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited		
NIL	NIL	NIL	0		
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Workshop on civil Rights	IQAC	Demo on the importance of Civil Rights	5	50
Seminar on Innovation in Teaching Process	IQAC	Used of ICT by the Teachers	7	43
Workshop on students' Health	IQAC	Speech on health by the teachers and students	12	3
Orientation program on employability skills	IQAC	Debate	10	190
World environment day	IQAC	Trees plantation programme	10	63
World Yoga Day	IQAC	Celebration of Yoga Day	5	30
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3.5 - Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration	
Cultural Activity	34	Nil	1	
Induction Programme	18	Nil	1	
Classes	7	Nil	1	
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage Title of the linkage	Name of the partnering institution/ industry /research lab with contact	Duration From	Duration To	Participant
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		details				
NIL	NIL	NIL	Nill	Nill	0	
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3.5.3 - MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

	Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs		
	NIL	Nill	NIL	0		
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4129492	4129492

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added			
Others	Newly Added			
Others	Newly Added			
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added			
Class rooms	Existing			
Campus Area	Existing			
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4.2 - Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Nill	NIL	2021

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11652	2330400	0	0	11652	2330400
Journals	25	5500	0	0	25	5500
Others(s pecify)	1320	6000	0	0	1320	6000
Others(s pecify)	2	7000	0	0	2	7000
	2		0		2	700

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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & Description of the control of the contro

(Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e- content			
NIL	NIL	NIL	Nill			
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4.3 – IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Туре	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	16	1	1	1	1	0	0	0	0
Added	5	0	0	0	0	0	0	0	0
Total	21	1	1	1	1	0	0	0	0

4.3.2 - Bandwidth available of internet connection in the Institution (Leased line)

25 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility	
NIL	NIL	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
1363973	1363973	51258	51258

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

There are recognized systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The College has a well controlled and decentralized mechanism to maintain the physical, academic and support facilities. Special committees keeping sync with IQAC ensures the appropriate maintenance and utilization of the facilities as per the allocation of the budget. The academic supplies regarding books, journals, developing study materials, IT facilities along with the budget are placed by the Head of the Department in the Academic council and IQAC. IQAC places the requisition to the Principal and then the Principal and forwards the issues to Administrator/Governing Body, Finance Committee, or any other relevant committee based on the requirements as per relevance. The maintenance of the physical facilities is looked after by the subcommittees. The regular cleaning of the classrooms and laboratory, for any other maintenance related to electricity, lab machineries, auditorium, playground, building and canteen, the Sub committees in management with the office arranges everything according to the demands raised by the departments and other units. The cleaning and

gardening staff are in charge of keeping the campus clean. Teachers are given training to ensure optimal utilization of ICT facilities. The Sports Committee monitors the ground and equipment of sports and games are regularly maintained. The library committee maintains the existing books and takes decision about buying new books as per allocation of funds and demand of the books provided by the departments through HODs. Major decisions regarding the purchase of books, service ours are taken in the Library Committee meeting.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees			
Financial Support from institution	Freshmen social, Election,College Week	859	100110			
Financial Support from Other Sources						
a) National	NIL	0	0			
b)International	NIL	0	0			
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved		
Creative writing	10/09/2018	50	Department of English		
Spoken English	21/08/2018	100	Department of English		
Public Speaking	13/03/2018	32	Department of Education		
Assamese typing in Computer	09/09/2017	150	Department of Assamese		
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed	
Nill	NIL	0	0	0	0	
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance
		redressal

0	0	0
	1	

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Nameof Number of Number of organizations students placed visited participated		Nameof Number of Number of organizations students stduents place participated			
NIL 0 0			NIL	0	0
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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to	
2017	1	BA	EDUCATION	GU	MA	
2017	2	BA	ARABIC	GU	MA	
2017	1	BA	ASSAMESE GU		MA	
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year

Items	Number of students selected/ qualifying			
Nill	0			
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5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Activity	Level	Number of Participants		
QUIZ COMPETITION COLLEGE		50		
College week	COLLEGE	859		
YOGA DAY COLLEGE		42		
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student	
Nill	NIL	Nill	Nill	Nill	00	Nill	
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5.3.2 – Activity of Student Council & Expresentation of students on academic & Expresentative bodies/committees of the institution (maximum 500 words)

Lakhipur College's Student Council (SSC) representatives actively participate in various activities. They help in coordinating all the events related to academics and other co-curricular Extra-curricular activities, as per the directives of teaching faculty. They do lot of academic administrative work by

taking the help of other students. They also motivate other students to take part in the activities conducted by the Institute. They work as a medium between faculty and students. Student's council provides an opportunity to students to develop their leadership skills through active participation in college administration and students collaboration. The student council perform various functions and activities as- Organizing cultural activities and sports activities for students, communicating problems faced by students to Principal and management of college, maintaining discipline in college campus, maintaining college campus clean and green, participation in extension activities like Voters Awareness Programme, Swachh Bharat Abhiyan, Tree Plantation, Yoga Day, Blood Donation etc. They give their suggestions for purchase of books, magazines for library.

5.4	- /	AΙι	ımı	٦i	En	ga	ge	m	ent	t
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5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

00

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Lakhipur College follows the Professional Management approach in managing the Institutions. The Professional Management aims at implementing the concept of innovativeness in managing the academic and administrative matters. The college always believe in the practices of decentralization and participative management. Practice of Decentralization is having own significance in the management. It reflects the policy decision making, planning and administration, and office management. Management and Administration is responsible for quality initiative to promote education to all sections. The Institutions enhance the quality at various levels- Management, College Development Committee, Governing Council, Principal, IQAC Committee, Various Committees, Academic Staff Welfare, Administrative and Non teaching Staff, all the stakeholders involve in the decentralization and participative management all are working together for efficient functioning of the Institutions. During the year the IQAC of college organized workshop population explosion in Lakhipur Block in Lakhipur Town for the benefit of the people Lakhipur area. Another workshop on students' health and hygiene is also organized during the year. In these two programs students of the college as well as people of the village were participated.

6.1.2 - Does the institution have a Management Information System (MIS)?

Partial

6.2 - Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Research and Development	The College management is enthusiastic about increasing knowledge and creativity. Faculty members are regularly encouraged to publish quality papers, attend national and international seminars. The Research and development cell of the college is very active for increasing research activities.
Examination and Evaluation	The examination and evaluation processes are operated by Gauhati University. The college also have an internal managing staff actively participates in the invigilation and also do the duties of external examiner for smooth and well conducting examination.
Teaching and Learning	The College frequently endeavors for the betterment of the students. The teachers of the college always motivate the students to work hard for success and create better learning opportunity. ICT tools are used for better teaching learning process. Along with the traditional methods teaching discussion, brainstorming, group discussion etc. are also done for teaching learning.
Curriculum Development	Curriculum development is a continuous process of the college follows the curriculum prepared by Gauhati University.
Human Resource Management	For the enhancement of the human resources of the college mechanism, faculty members are encouraged and motivated to participate in the academic progressive tasks and administrative works conducted by the principal. While students' awareness and skill development are initiated through different activities and free working environment in the college with the organization speech.
Admission of Students	The admission process of the Lakhipur college begins trough the college website. The prospectus is prepared every year for approaching students and guardians. After proper examination the deserving candidates on merit are allowed to admit to the college after following admission process. In admission process teaching staff are also engaged for the smooth

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	At present the institution does not fully able to convey the affairs and events through ICT. Although, information and order regarding infrastructure development, tender papers and other documents, important notice and report are circulated via emails. College teacher uses smart phone with inbuilt Gmail, whatsapp to communicate to the students and others.
Student Admission and Support	: The College conducted different courses through offline applications. Admission is carried out through online mood in a transparent and purely methods. As the admission process is semi-online, admission forms are also provided.
Examination	: Examination related information's and issues are communicated generally through notice and whatsapp group. Although much information's regarding examination, is centrally available in the University website.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NIL	NIL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	Training for Proper Assessment	Training	14/09/2017	14/09/2017	20	15
2018	Training on Time Management	Training	04/04/2018	10/04/2018	17	10
2018	Training	Training			17	12

	on T Manag		on capacity for teamwork	02/05/2018	03/05/2018		
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
nil	0	Nill	Nill	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teac	hing	Non-teaching		
Permanent	Full Time	Permanent	Full Time	
21	21	11	11	

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students	
Maternity leave, Wi-Fi facility, Medical leave	Maternity leave, Wi-Fi facility, Medical leave	Scholarship and free admission for minority students	

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution conducts both internal and external audit regularly. Internal Audit is done by Chartered Accountant after initial scrutiny from the Audit Branch, Lakhipur College. The institute also participates in the Government Audit from time to time. The frequency of Government Audit is determined by the Department of Higher Education, Govt. of Assam.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose		
nil	0	nil		
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6.4.3 - Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 - Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	PRINCIPAL	No	PRINCIPAL
Administrative	No	GB	No	GB

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Although there is not any registered Parents-Teachers Committee, both the parties work together in many occasions. Sometimes parents help the faculties to engaged in various community development program arranged by the college and IOAC

6.5.3 – Development programmes for support staff (at least three)

i. Soft skill development programme for the office staff organized by the Department of Education, Lakhipur College. ii. Computer training as and when necessary by the faculty member of the college. iii. Training on Finance and Accounts related works, organized in collaboration with Treasury Office,

Goalpara, Govt. of Assam.

6.5.4 - Post Accreditation initiative(s) (mention at least three)

1.To convert the college to a complete clean and green campus 2.To improve library facilities 3.To develop a smart classrooms

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants	
2017	Seminar on Innovation in Teaching Process	25/08/2017	25/08/2017	25/08/2017	15	
2017	Workshop on students health	21/10/2017	21/10/2017	21/10/2017	50	
2018	Orientation program on e mployability skills	13/02/2018	13/02/2018	13/02/2018	55	
2018	World Environment Day	05/06/2018	05/06/2018	05/06/2018	73	
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

Orientation program on employability skills	13/02/2018	13/02/2018	27	28
International Women's Day	08/03/2018	08/03/2018	68	31

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

N/A

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries	
Nill	No	0	

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadva ntages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	25/08/2 017	1	Seminar on Innova tion in Teaching Process	Demo by teachers on import ance of ICT	15
2017	1	1	21/10/2 017	1	Workshop on students health	Health Awareness Activitie s	50
2018	1	1	13/02/2 018	1	Orienta tion program on employ ability skills	Teamwork	55
2018	1	1	05/06/2 018	1	World E nvironmen t Day	Trees p lantation programme	73
2018	1	1	21/06/2 018	1	World Yoga Day	Celebra tion of Yoga Day	35
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7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)	
College prospectus for students	04/08/2017	College prospectus is a document sent to the students to attract them	

to apply for admissions. It usually contains information, norms and regulation about the college and the available courses, including advice on how to apply and the benefits of accepting a place. The prospectus usually contains information to the students on the individual courses, the staff (professors), notable alumni, the campus, special facilities (like performance halls for music schools or acting stages for drama schools), how to get in contact with the college, and how to get to the college. Library Rules 09/08/2017 The college library has some roles and instructions to be followed by the students. It also procures a good amount of more advanced books other than text books on different subjects to develop a habit of deep and advanced studies among college students. To prepare the students for different professions and occupations and to develop their skills it procures self-learning materials, competitive exam books etc. are provided by the library.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Workshop on students' Health	21/10/2017	21/10/2017	50
Republic Day Celebration	26/01/2018	26/01/2018	69
International Women's day	08/03/2018	08/03/2018	99
World Environment Day	05/06/2018	05/06/2018	73

World Yoga Day	21/06/2018	21/06/2018	35		
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7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Regular cleaning of the college campus 2. Usages of proper disposal of garbage 3. Compost pit for waste management 4. Plantation 5. Gardening 6.

Plastic usage reduces in college campus.

7.2 - Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the practice: Child Marriage Prevention Context: Child marriage is defined as a marriage of a girl or boy before the age of 18 and refers to both formal marriages and informal unions in which children under the age of 18 live with a partner as if married. Child marriage violates children's rights. Childhood is the proper time for education. If the child is married then he or she is in a high risk of abuse. The married children lose their respective childhood, thus deprived of their education and future prospects. The IQAC of this college has mainly taken the responsibility of stopping girl child marriage as the surrounding areas are very much vulnerable to the marriage of girl child. Objectives of the practice: Main objective of this practice is to create a better social environment by educating all the girls of the surrounding area. Another objective is to make the girls self dependent in every step before their marriage. Other objectives are to remove malnutrition from among the girls as well as the people, to stop sexual abuse and domestic violence, to stop illegal trafficking of women and children. The Practice: The IQAC , Lakhipur College has started this best practice from the session 2017-18. To stop child marriage the IQAC of the college has arranged several awareness programmes in the surrounding areas. Women of the nearby villages attended the programme. Every year new resolutions are adopted to boost the mission. In 2017-18 session the IQAC conducted one awareness programme and another lecture programme. The resource persons were Dr. Mira Devi and Dr. A Salehuddin respectively. In the following session there was a workshop on the legal provision against child marriage in which Raktim Sarma, a local lawyer was invited as the resource person. One survey was made by the students to identify the women married before the age. Selected students are entrusted responsibility to detect child marriage in their concerned areas. In the session 2019-20 the IQAC conducted a seminar in which the students of the college presented papers on different aspects of child marriage . Much could not be done in this session for Covid 19 spread. In the post covid period in the session 2020-21 an awareness session was held in a nearby village. Obstacles: Ending child marriage means tackling many challenges. Lack of education is one of the major obstacles in this regard. Poverty of the people in the surrounding area is another major obstacle in stopping child marriage. Gender inequality and discrimination is another challenge. Impact of the practice: This best practice leads to a great impact. One major visible impact is the increase in the number of girl students. More self dependent girls are coming out as a result of the measures taken by the college. The significant progress in the reduction of child marriages in the locality has contributed to a large extent to girls education and health as well. The decline of child marriage resulted in the increased literacy of mothers, better access to education for girls. Now out of total number of students we one third girl students. Resources required: Fundraising Ending child marriage requires long-term, sustainable funding. But fund is currently not enough available, and it is be particularly hard for a college and local based organisations to access it. Youth activism: We need young activists, volunteers, member organisations, donors to support and promote prohibition against child marriage .We need the inclusion of students

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in the collective efforts of the Partnership to end child marriage. Research to
   Action Network: There is the need for systematic research to stop child
  marriage. We need to encourage the uptake of research by policy makers and
  practitioners. We must end child marriage by connecting research to action.
Note: Child marriage ends childhood. It negatively influences children's rights
  to education, health and protection. These consequences impact not just the
 girl directly, but also her family and community. A girl who is married as a
child is more likely to be out of school and not earn money and contribute to
 the community. She is more likely to experience domestic violence and become
infected with HIV/AIDS. She is more likely to have children when she is still a
    child. There are more chances of her dying due to complications during
pregnancy and childbirth. Child marriage negatively affects the Indian economy
  and can lead to an intergenerational cycle of poverty. 1. Title of the Best
   Practice: Education for All 2. The Context: Equal right to education for
 students belonging to diverse financial and society backgrounds have been the
 purpose of the college. Gaining worth based educational prospect to a larger
 section of the student society who desires for quality education but fail to
 admission of it has been documented as one of the main disadvantage of Indian
higher education system. Endeavor has been made to improve the accessibility of
quality based of higher education for such students at Lakhipur College. There
have been a large number of students. The attendance of extensive inequality in
the society had led to the need a massive break in the educational advantages
made to overpass this huge gap. Under the existing system in the country higher
  education is not easy to get to and accessible and for all part of the the
     people. Thereby, this perform of Lakhipur College allows all students
   irrespective of their backdrop have equal right to use the education they
    deserve. 3. Objectives of the Practice: ? The College aim is to hold up
students coming from the backward and deprived sections of the society by given
   that higher education and ensuring entirety. ? The administration of the
   College, through the admission rule ensures particular admission for the
  following: 1. Reasonably weaker part of the society 2. Physically disabled
  Students 3. Students from generally marginalized society such as SC, ST and
 other minorities. 4. Students who are slow learners. 4. The Practice: In the
 time of admissions, applications received are separated and scrutinized with
greater concern to identify such students from disadvantaged backgrounds. After
 the admission watchful efforts are taken to execute a faultless incorporation
 of these students into the typical student body. It is ensured that there is
equity in terms of opportunities provided to all the students. The College has
introduced extensive schemes like fee concession, fee payment in installments,
scholarships, bridge course classes, special classes, remedial classes etc. to
     effect the addition of such students bring about effective inclusion.
Succession of these students is trailed occasionally in order to devise timely
 involvement. 5. Advantages: ? Most of the worthy students who move toward the
College for admission all get admission to quality education ? Reasonably poor
   students get a chance in to not only get the classroom education but are
depicted to a wider range of curricular and co-curricular activities which make
   them more capable to stay alive in the outside. ? This method leads to a
     greater sense of fairness and variety within the student society. 6.
  Challenging issues: ? To make sure that all able students are provided with
financial support and scholarships. ? To generate a environment in college that
is helpful of students coming from economically and socially weaker section. 7.
  Evidence of Success: ? The total number of students from the disadvantaged
  sector of the community who apply to study in the college. ? The number of
  admissions granted to students irrespective of their social backgrounds. 8.
  Resources Required: ? Financial Support and scholarships to be provided to
 students from economically disadvantaged sections of the society ? Available
  infrastructure is a requirement while providing admissions to academically
                    worthy, physically challenged students.
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Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://lakhipurcollege.in/wp-content/uploads/2022/02/BEST-PRACTIES-2017-18-1.pdf

7.3 - Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Lakhipur College plans for creating a producing ground for the students to develop their all-round talent and to instill values in life. The skills development initiatives of students are a walk towards facilitating the students with the requisite knowledge, understanding and publicity to track their dreams for better employment. With the skills achieved, the student becomes more determined and confident to face future goals. For this various events were carried out to make student self-reliant and self-governing thinkers in sorting our different issues. The College as a higher education institution is dedicated in communicating quality education to make powerful the students and endeavor to foster fundamental development by enabling them to be academically alert, sensitively balanced, ethically sound, publicly committed, racially enriched and morally oriented. The College has ICT facilities like LCD projectors, Computers, Smart boards, Laptops, Internet which is used in teaching learning processes. The involvement of students in the classroom conversation also throws light on their learning skills. Internal assessment tests are held through which student's concert is evaluated. The college has well trained staff, good infrastructural facilities, well equipped library, computer labs, and co-curricular facilities. The College is dedicated to provide an ambience of creativeness, originality and good learning experiences. Co-curricular and sports activities and competitions are conducted to take care of the abilities of the students besides the regular academic schedules. The college has its unprecedented eagerness to adopt new things whether in academic as well as non-academic areas to instill values among faculty members, staff and students in order to make them better citizens. Thus all teaching staff and students of our college are equipped to take part in social activities for the betterment of society.

Provide the weblink of the institution

http://www.lakhipurcollege.in

8. Future Plans of Actions for Next Academic Year

1. To produce a far-reaching educational connections searching of people involvement in education. 2. To offer value education to publicly and reasonably backward classes. 3. To carry out educational and cultural progress of rural people. 4. To carry out social change through education. 5. To encourage academic, moral and educational development of society. 6. To communicate practical and professional education to increase employ-ability and economic growth. 7. To strengthen the use of up to date and innovative teaching aids for useful teaching learning process. 8. To encourage research activities. 9. To add number of books, Research Journals and build up e-library. 10. To perform student alert academic and skills enhancement activities.