



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		LAKHIPUR COLLEGE
Name of the head of the Institution		Sri Mirza Mannaf
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		+919101997329
Mobile no.		9678580788
Registered Email		lakhipurcollegeglp@gmail.com
Alternate Email		saloijk@gmail.com
Address		Lakhipur, Goalpara
City/Town		Lakhipur
State/UT		Assam
Pincode		783129
<b>2. Institutional Status</b>		

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.	+919435324525
Mobile no.	9101997329
Registered Email	lakhirpurcollegeglp@gmail.com
Alternate Email	saloijk@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://lakhirpurcollege.in/wp-content/uploads/2022/02/aqar-2017-18-NEW-1.pdf">http://lakhirpurcollege.in/wp-content/uploads/2022/02/aqar-2017-18-NEW-1.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://lakhirpurcollege.in/wp-content/uploads/2022/01/ACADEMIC-CALENDAR-2018-2019.pdf">http://lakhirpurcollege.in/wp-content/uploads/2022/01/ACADEMIC-CALENDAR-2018-2019.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	74	2005	28-Feb-2005	27-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
Seminar on Human Rights	21-Jan-2019 1	125

Awareness program on Voter Right	25-Jan-2019 1	137
Awareness program on child labor	27-Sep-2018 1	38
Workshop on personality development	07-Aug-2018 1	75
Awareness on anti-ragging laws	09-Aug-2018 1	49
Workshop on traffic rules	09-Oct-2018 1	79

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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/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2019 0	0
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

4

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

[View Uploaded File](#)

**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)**

1.Seminar on Human Rights 2.Awareness program on Voter Right 3.Awareness program on child labor 4.Workshop on personality development 5.Awareness on antiragging laws 6.Celebration of Independence Day with sports 7.Workshop on traffic rules

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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
SEMINAR ON HUMAN RIGHTS	ORGANISED
AWARENESS PROGRAM ON VOTERS' RIGHT	ORGANISED
AWARENESS PROGRAM ON CHILD LABOUR	ORGANISED
WORKSHOP ON PERSONALITY DEVELOPMENT	ORGANISED
AWARENESS OF ANTI RAGGING LAWS	ORGANISED
WORKSHOP ON TRAFFIC RULE	ORGANISED
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Governing Body	24-Dec-2021

**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

2019

Date of Submission

30-Sep-2019

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The college is not fully automated. But Prospectus collection, merit list publication and filling up of forms in soft copy are done with the help of the system used by college library.

**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

Institution has the mechanism for well planned curriculum delivery and documentation. 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/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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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
Nil	NIL	Nil

#### 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
0	Nil	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	18
BA	ENGLISH	15
BA	EDUCATION	60
BA	HISTORY	12
BA	ECONOMICS	14
BA	ASSAMESE	28
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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?  
(maximum 500 words)

<p><b>Feedback Obtained</b></p> <p>The IQAC prepares feedback form which can be analyzed for overall development of the institution. All departments provide the form to the stakeholders and collect the feedback. After collecting the feedback, the IQAC take appropriate steps to evaluate the opinions and suggestions for the betterment of the students. Students request for sufficient number of newspapers, books, magazines, journals and other study materials in the library. Action has been taken internally for providing those materials so as to access them in more convenient manner. Request to establish departmental library were taken care of by demanding fund through administrations proper channel. We have formed a literary group comprising teachers and students. Various types of issues, topics, current affairs, time to time discussions are organized in this group. From this group, representatives are also sent for different level of competitions like debate, extempore, poetry writing etc. Parent-Teacher's meet are also being organized to discuss about the progress of the institution. The feedbacks from this meeting help the IQAC to find solutions to academic or behavioral problems. The institute also organizes career counseling sessions so that the students get proper suggestions and make right decisions. These sessions help the students to understand the complete insight about specific careers and professions.</p>
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**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
BA	BA HONS	450	460	447
BA	BA GEN	460	480	412
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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	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	859	0	17	0	0

**2.3 – Teaching - Learning Process**

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-

learning 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	Number of smart classrooms	E-resources and techniques used
17	8	3	1	1	2

[View File of ICT Tools and resources](#)

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

Students of this college mainly come from low-middle class family. So, they face many challenges in their academic endeavors as well as in social interactions. To overcome this, the college organizes assembly session at the beginning of every academic session to give the students a clear idea about the details of the academic process. The teachers give their best assistance to the students through continuous interaction and complete online support.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
859	17	1:51

## 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	17	5	0	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	Dr. Bijaya Devi	Associate Professor	Master Trainer of Gunotsav
2018	Idrish Ali Ahmed	Associate Professor	Master Trainer of Gunotsav
2018	Dr. Kashyap Bishwas	Associate Professor	Master Trainer of Gunotsav
2018	Jayanta Kumar Saloi	Associate Professor	Master Trainer of Gunotsav
2018	ABDUS SAMAD SK	Associate Professor	Master Trainer of Gunotsav
2018	GULSHANARA BEGUM	Associate Professor	Master Trainer of Gunotsav
2018	BIMAL KUMAR ROY	Associate Professor	Master Trainer of Gunotsav
2018	NILIMA DAS	Associate Professor	Master Trainer of Gunotsav
2018	BARNALI RABHA	Associate Professor	Master Trainer of Gunotsav

2018	SABITRI KALITA CHOUDHURY	Associate Professor	Master Trainer 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/ 2018	05/01/2019	30/06/2019
BA	TDC/ARTS	III/ 2018	20/12/2018	08/02/2019
BA	TDC/ARTS	V/ 2018	05/01/2019	30/06/2019
BA	TDC/ARTS	II/2019	20/05/2019	30/07/2019
BA	TDC/ARTS	IV/2019	31/05/2019	30/06/2019
BA	TDC/ARTS	VI/2019	17/05/2019	30/07/2019
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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)

Institution 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 organize 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, organizing 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-2018-19.-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
TDC ARTS	BA	Assamese	26	24	92.3
TDC ARTS	BA	Arabic	6	6	100
TDC ARTS	BA	Economics	5	2	40
TDC ARTS	BA	Education	11	11	100
TDC ARTS	BA	English	8	8	100
TDC ARTS	BA	History	8	5	62.5
TDC ARTS	BA	Political Science	16	15	93.75

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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)

<http://lakhipurcollege.in/wp-content/uploads/2022/02/SSS-report.-pdf-2018-19.pdf>

## 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	Sponsored 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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Education	1	8.0
International	Education1	1	6.2

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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
Assamese	1
Economics	1
Education	3

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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	Nil	0	0	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	Nil	Nil	Nil	Nil

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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	2	Nil	Nil

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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
Awareness program on 'child labour'	IQAC	12	67
Workshop on Personality Development	IQAC	13	79
Workshop on Traffic Rules	IQAC	7	105
Seminar on Human Rights	IQAC	13	57
Awareness program on Voter Right	IQAC	10	61
Workshop on Child Marriage	IQAC	15	39
<a href="#">View File</a>			

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
No file uploaded.			

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 Child Marriage	IQAC	Workshop on Child Marriage	12	67
Awareness program on Voter Right	IQAC	Awareness program on Voter Right	13	79
Seminar on Human Rights	IQAC	Seminar on Human Rights	7	105
Workshop on Traffic Rules	IQAC	Workshop on Traffic Rules	13	57
Workshop on Personality Development	IQAC	Workshop on Personality Development	10	61
Awareness program on 'child labour'	IQAC	Awareness program on 'child labour'	15	39
<a href="#">View File</a>				

### 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
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Cultural Programme	30	Nil	1
Debate Competition	15	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 details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	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	Nil	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
15587432.37	5415253.38

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Others	Newly Added
Others	Newly Added
Seminar halls with ICT facilities	Existing
Class rooms	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 partially)	Version	Year of automation
Nil	Partially	NIL	2021

4.2.2 – Library Services

Library	Existing	Newly Added	Total
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Service Type						
Text Books	11652	2330400	318	79500	11970	2409900
Journals	25	5500	2	2040	27	7540
Others(s pecify)	1320	6000	72	328	1392	6328
Others(s pecify)	2	7000	0	0	2	7000
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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 & institutional (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	Nil
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#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	16	1	1	1	1	0	0	25	0
Added	4	0	11	0	0	3	0	0	0
Total	20	1	12	1	1	3	0	25	0

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

25 MBPS/ GBPS
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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	<a href="#">0</a>

#### 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 incurred on maintenance of physical facilities
15587432.37	4637070	15587432.37	5415235

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
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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.

<http://lakhipurcollege.in/evaluation-examinations/#>

## 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	College week, Freshman social, Election	859	143151
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
Spoken Arabic	16/02/2018	30	Department of Arabic
Public Speaking	13/03/2018	32	Department of Education
Spoken English	21/08/2018	100	Department of English
Health Hygiene	26/04/2019	35	Department of Education
Creative Writing	16/09/2019	50	Department of English
Career	03/10/2019	76	Department of

[View File](#)

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 passed in the comp. exam	Number of students placed
2018	WORKSHOP ON PERSONALITY DEVELOPMENT	45	45	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

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	00	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	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	BA	ENGLISH	IDOL GU	PG
2019	3	BA	EDUCATION	TRIPURA UNIVERSITY, GAUHATI UNIVERSITY, KKHSOU	PG
2019	2	BA	ASSAMESE	IDOL GU	PG
2019	1	BA	ARABIC	GU	PG
2019	2	BA	ECONOMICS	COTTON UNIVERSITY, IDOL GU	PG
2019	1	BA	POLITICAL SCIENCE	IDOL GU	PG
2019	1	BA	HISTORY	IDOL GU	PG

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

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

Activity	Level	Number of Participants
COLLEGE WEEK	COLLEGE	859
INTERNATIONAL YOGA DAY CELEBRATION	COLLEGE	59
QUIZ	COLLEGE	70
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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
Nil	NIL	Nil	Nil	Nil	00	Nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative 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 – Alumni Engagement

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 :

0

## 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 on Traffic Roles in Lakhipur Town for the benefit of the people Lakhipur area. Another workshop on Child Marriage 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
Library, ICT and Physical Infrastructure / Instrumentation	For the operation the library has been partially upgraded by using internet and photocopy facilities are provided in the library. All the departments maintain their departmental libraries
Admission of Students	The admission process is done on merit. The prospectus provides all the terms and conditions to be followed during the process of admission. An admission committee is formed comprising of teaching and non-teaching staff for the smooth running of the process. Some departments conduct entrance test for the major students.
Human Resource Management	For the improvement of the human resource of the college along with regular classes practical and field works faculty members are encouraged to

	<p>participate in seminars, workshops, symposium etc. Regular meeting are held by the principal with the teaching and non-teaching staff for the smooth running of classes and other academic and administrative work.</p>
Curriculum Development	<p>Lakhipur College is affiliated to Gauhati University. The College follows the curriculum developed by Gauhati University. However, teachers from the college take part in the process of curriculum development when and where necessity arises.</p>
Teaching and Learning	<p>The teachers of this institute implements and create an inclusive teaching and learning environment to improve the learner's expectation and academic performance. Moreover, traditional mode of teaching and learning method is used predominantly in this institute. Students are identified as advanced and slow learners through programme like counseling and interactions with student in class. Teachers give special attention to students whose academic performance are poor. The teachers continuously encourage the students to work if they fail to perform. Various initiatives are taken by the college to enhance active participation and experimental learning. Such as: 1) Field work, visits are carried out by different departments. 2) Remedial classes are offered to students.</p>
Examination and Evaluation	<p>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.</p>
Research and Development	<p>A research and Development publication cell is present at the college comprising of teaching faculty. The management surprising of teaching faculty. The management support is the professional development of the faculty and encourage them to undertake research work by motivating them to attend motivating workshops, seminars, refreshers courses and international and national conferences by giving the necessary leave. .</p>

E-governance 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 e-mails. 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 whats app 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
Nil	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)
2018	Training on organizational skill	training	16/08/2018	18/08/2018	17	3
2019	training	Computer Skills	08/04/2019	13/04/2019	17	3
<a href="#">View File</a>						

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	Nil	Nil	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
00	0	0

**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
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**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	NIL	No	NIL
Administrative	No	NIL	No	NIL

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

Lakhipur College has a committee for Parents-Teachers meet. This meeting is organized twice during the academic year to discuss various problems faced by the students in the college. Beside these, the committee member including the college faculty and administration maintains a cordial relationship with the students and parents too. The college is situated in a backward region where parents are mostly illiterate and poor. Parents often come in for advice regarding various types of student related issues. The institute provides proper counseling to overcome such problems related to their children.

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
2018	Awareness program on 'child labour'	29/09/2018	29/09/2018	29/09/2018	67
2018	Workshop on Personality Development	07/08/2018	07/08/2018	07/08/2018	79
2018	Workshop on Traffic Rules	09/10/2018	09/10/2018	09/10/2018	105
2019	Seminar on Human Rights	22/01/2019	22/01/2019	22/01/2019	57
2019	Awareness program on Voter Right	25/01/2019	25/01/2019	25/01/2019	61

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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
International Women Day	08/03/2018	08/03/2018	41	33

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

NIL

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 disadvantages	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
2018	1	1	09/10/2018	1	Workshop on traffic rules	Safety rules on road	105
2019	1	1	25/01/2019	1	Awareness program on Voter Right	Proper use of ones right	61
2019	1	1	05/06/2019	1	World Environmental Day	To save trees	100

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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)
Library Rules	08/08/2018	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.
College prospectus for students	06/08/2018	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.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Republic day celebration	26/01/2018	26/01/2018	123
International women's day	08/03/2018	08/03/2018	74
World Environment day	05/06/2019	05/06/2019	96
World Yoga Day	21/06/2019	21/06/2019	52
<a href="#">View File</a>			

#### 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

**Title of the Practice:** Teacher Student Interaction **Objectives:** To create classroom environment more helpful to learning To ensure productive teaching and learning To support all round development of the students To create trust between students and teachers To take special care for the backward students To clear the doubts of the students regarding classroom problems To build a good teacher student relationship To create cooperation among the students and teachers To create respect for the teachers For a clear understanding , intimacy between students and teachers **Context:** Laxhipur College has adopted measures for teacher student relationship by implementing teacher's students' interaction programme. Teaching is a profession that demands a large amount of time being dedicated to personal interaction. Positive teacher-student



interaction has a very crucial role for effective teaching and learning to take place. There are many important factors including productive teaching and learning. The teacher student relationship depends on very large extent upon effort from both parties although the teacher plays a key role and in fact, the responsibility, to initiate positive interaction. The teacher who is practical in representation, recognition, understanding, intimacy, expectation, respect, care and cooperation towards his or her students not only works at initiating positive teacher-student relationships, but also increases the likelihood of building strong relationships that will endure over time. To make this effective the institution has taken up inter department teacher student interaction programme. The teachers of one department interact with the students of another department, thus providing every student the access to the teachers of other department. The Practice The college has introduced the teacher's students' interaction programme from the session 2018-19. Presently it is a continuous process going on in every session without any fixed routine. Accordingly, the teachers of Education Department interacted with the students of English Department, the teachers of Assamese Department interacted with the students of History Department and so on. Sometimes all the students are gathered in the hall to interact with some selected teachers. Evidence of Success

1. There is a healthy and balanced relationship between students and teachers in the college as a result of the implementation of the teacher students' interaction programme.
2. The students are now familiar with most of the teachers regardless of their subjects.
3. The students are now very much free and frank with the teachers.
4. They acquire sufficient knowledge of other subjects too.
5. The students are now able to discuss even their personal problems with the students

Problems

1. A lack of awareness on the part of the instructor leads to poor teacher-student relationships.
2. Not all students respond the same way to lessons, and some require personalized educational practices.
3. Relationship troubles between teachers and students surface when a teacher doesn't consider an individual student's educational needs.

Resource

As a teacher educator you may well be viewed as a key source of knowledge and asked to recommend relevant resources to teachers or teacher education providers. First of all sufficient teachers are needed for the interaction with the students. Secondly we need sufficient room and space to provide the students a free atmosphere. Knowledge for teachers, learning resources can be used by teachers and teacher educators to co-construct knowledge as part of continuing professional development. Other requirements are observation sheets, feedback forms and action plans which can be used during classroom observation and mentoring. Research to action network There is the need of systematic action plan for the implementation of teacher student interaction. Both of the teachers and the students should be interested in interactive sessions. The authorities have much to do in this regard. The teachers should motivate the students. Notes For Teacher Students Interaction there should be emotional connection of the teachers with students. Teacher sensitivity is essential for students' academic and emotional needs and there should be regard for student perspectives.

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-PRACTICES-2018-19.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 situated in the Lakhipur area of Goalpara District is the provincialized college. This locality is mainly inhabited by people living below the poverty line. They are mostly Harijans, poor and uneducated. The



students coming to the college are mostly first generation learners. These uneducated people are not much keen on sending their children's to school. Usually the children are send to college only to get them married off as soon as possible. As parents are often reluctant to spend money on educating their daughters, the main aim of the college is to bring these unfortunate children to college. This is done by keeping the fee structure as low as possible. This distinctiveness of low fee structure makes this college unique and different from other educational institutions. It has been realized that unless the fee is low, the parents cannot afford to send their children for higher education. In spite of numerous policies and programme by the central and state Government the college has not succeeded much in trying to change the mindset of the people that girls can also be their support in old age. In addition to the low fee structure in education, added incentive like free access to gymnasium facilities also are given to the students.

Provide the weblink of the institution

### **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 economical 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.