



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

Lakhipur College

- Name of the Head of the institution **Shri Mirza Mannaf**
- Designation **Principal I/C**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **9101997329**
- Mobile No: **9678580788**
- Registered e-mail **lakhipurcollegeglp@gmail.com**
- Alternate e-mail **saratnath1994@gmail.com**
- Address **Lakhipur, Goalpara**
- City/Town **Goalpara**
- State/UT **Assam**
- Pin Code **783129**

2. Institutional status

- Affiliated / Constitution Colleges
- Type of Institution **Co-education**
- Location **Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Gauhati University**
- Name of the IQAC Coordinator **Dr. Barnali Rabha**
- Phone No. **+916003874639**
- Alternate phone No. **9101248983**
- Mobile **6003874639**
- IQAC e-mail address **iqaclc2020@gmail.com**
- Alternate e-mail address **lakhipurcollegeglp@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<http://lakhipurcollege.in/wp-content/uploads/2022/12/AQAR-2020-21.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<http://lakhipurcollege.in/wp-content/uploads/2022/12/Academic-Calendar-2021-22.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	74	2005	28/02/2005	28/02/2010

6. Date of Establishment of IQAC

05/09/2002

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
N/A	N/A	N/A	N/A	N/A

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year **8**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

* One week workshop on Hajong Folk Dance. * Lecture series for Faculty Development. * Workshop on academic and Administrative Audit. * Three Schools were Adopted by IQAC lakhipur College. * Awareness program on menstrual hygiene.

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

Plan of Action	Achievements/Outcomes
submission of Previous year AQAR	Done
Preparing students for HSLC	Done by adopted school cell
Workshop on academic and Administrative audit	Done by IQAC and Teacher Unit
Workshop on Folk dance	Done by Assamese dept. in collaboration with IQAC
Awareness program on menstrual hygiene	Done
Workshop on green audit	done in the session 2022-23
Carrer counselling program	Done in session 2022-23
Celebration of international women's day	Done
Celebration of library day	Done
Webinar related to NAAC affairs	Done

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
G.B	23/12/2022

14. Whether institutional data submitted to AISHE

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• if yes, whether it is uploaded in the Institutional website Web link:	http://lakhipurcollege.in/wp-content/uploads/2022/12/Academic-Calendar-2021-22.pdf				
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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- Name of the statutory body

Name	Date of meeting(s)
G.B	23/12/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2010-2020	30/09/2020

15. Multidisciplinary / interdisciplinary

Following the guidelines of NEP, 2020, the institution has taken steps to introduce both Science and Commerce streams in the undergraduate program. The various departments of our institution have planned to introduce various Certificate Courses for skill development as well.

Vocational course like make-up course is planned to organise in our college. Career Counselling for students was also organised. Various projects in the areas of community engagement and services were undertaken by the students of different departments.

16. Academic bank of credits (ABC):

17. Skill development:

For Skill enhancement, our institute has taken several steps.

Spoken English course of one month was introduced from 20th September 2021, with 32 enrolled students.

In similar way, one month Data Analysis course was introduced with 10 students enrolled in it.

Public speaking skill, Assamese speaking skill, PPT preparing programmes etc. are some of the other programmes that have been alreadyh introduced. Skill Enhancement Course (SEC) under CBCS of Gauhati University has been introduced in all the departments of Lakhipur College. These courses aim to develop the skill among students.

The various departments of our institution have planned to introduce various Certificate Courses for skill development.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institution has taken several steps for the integration of Indian Knowledge system with their curriculum.

A program on Assamese Speaking Skill was introduced on 24th November,2021, with 120 students.

On May 2022, the college organised a workshop on *Hajong Folk Dance*.

The institution has taken initiative to familiarise the students with Rabha Language and Culture as well.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

A training course for preparedness of TET was organised by the institute, where many students and alumni of the institution who participated has succeeded well.

20.Distance education/online education:

For those who cannot receive education via regular classes, our institute has offered education through distance mode. KKHSOU offers Under- Graduate and Post- Graduate courses through offline mode.

Extended Profile

1.Programme

1.1 01

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 926

Number of students during the year

File Description	Documents
Data Template	View File

2.2 181

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 160

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 17

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 22

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	01
File Description	Documents
Data Template	View File
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2.1 Number of students during the year	926
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	181
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	160
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	17
File Description	Documents
Data Template	View File

3.2	22
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	13
Total number of Classrooms and Seminar halls	
4.2	15,714,716.75
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	30
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college views good curriculum delegation as the most important component of the curriculum. The college adheres to the university's recommended curricula. Members of our faculty have worked on it and their subcommittees significantly and positively contributed to the development of courses. The college guarantees effective curriculum delivery by a Mechanism that is transparent and strategic.

Academic calendar

Time table

Teaching plan

Teaching aids

Remedial teaching

Teacher's support & Feed back

Academic Calendar: The college adheres to the Gauhati University's academic calendar. The meeting is led by the HOD, who also plans the department's activities and distributes the workload among the subjects. Through formal meetings with the HOD and conversations with the faculty, the principal keeps an eye on how well the calendar is being followed. **Timetable:** The college has a committee that develops its timetables, which are then compiled by the appropriate departments and posted on the notice board.

Teaching Plan: Every faculty member creates a teaching plan at the beginning of the school year. **Teaching Aids:** The faculty uses charts, maps, models, chalk, and a board as teaching aids. For effective curriculum delivery, use techniques including seminars, group discussions, quizzes, workshops, and case studies. **Remedial Teaching:** The faculties have taken the initiative for improvement of slow learners with the help of remedial classes. **Support for Teachers:** The institution encourages faculty members to take orientation and refresher courses to keep their knowledge current.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://lakhipurcollege.in/wp-content/uploads/2022/12/Academic-Calendar-2021-22.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution creates and distributes an academic calendar that includes pertinent details about the teaching and learning schedule (working days), numerous activities to be held, holidays, dates of internal examination, semester examination, etc. The academic calendar aids teachers in keeping track of all activities related to the college's ongoing internal evaluation process. It is also posted on the school's website and displayed in the principal's office. The faculty members have taken charge of this process through sessional exams, seminars, project work, classes, the Annual Quality Assurance Report of LAKHIPUR COLLEGE, tests, workshops, and semester exams. The principal frequently reviews internal assessment, and the institution has

established an examination committee to ensure that process runs smoothly. The concerned university has received the necessary information regarding the students who will be taking the university's exams. At the college, the record of the internal assessment is routinely maintained. The following is the continuous internal review process: Every college teacher is given a certain subject to teach during the academic year. The teacher schedules both the teaching and the evaluation. HOD: The HOD puts together the lesson plan and gives it to the teacher. IQAC: The contributions received from the various departments are compiled by the IQAC.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://lakhipurcollege.in/wp-content/uploads/2022/12/Academic-Calendar-2021-22.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

07

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

5

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

103

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

103

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our university incorporates cross-cutting social themes into our curriculum, such as gender equality, environmental issues, professional ethics, human values, and moral ideals. Moral values, human values, and professional ethics: Our college created a career counselling programme connected to moral values and professional ethics to support the students. The college also observes holidays of national and international significance, such as International Yoga Day, Republic Day, Women's Day, Independence Day, and Teacher's Day. These events cultivate the student's moral, ethical, and social ideals.

Gender Sensitization: The college has a women's cell that offers counselling to students, encourages gender equality among students, and also handles associated concerns regarding the safety and security of female students, staff, and faculty. CCTV and significant levels of security are in place to protect the college campus. **Environment and Ecology:** The B.A. second semester curriculum includes a course on environment and ecology that focuses on ecosystems, their balance, and sustainability. This course was required by the university to educate students on the importance of protecting the environment. The college has a clean drinking establishment. The institution hosts workshops and seminars on ecology and the environment to educate students about the wise use of natural resources.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

02

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

57

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://lakhipurcollege.in/wp-content/uploads/2022/12/feedbaCK-2021-22-UPLOAD.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

926

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

181

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Lakhipur College assesses the learning levels of the students in two ways at the time of the commencement of the programme. Students enrolled in various disciplines are identified as slow and advanced learners based on the entry level tests conducted by each department. This helps to identify the slow learners as well as the advanced learners.

Strategies adopted for slow learners:

- Remedial classes are conducted with an aim to improve the academic performance of the slow learners.
- Academic and personal counseling are given to the slow learners by the tutor, mentor and the counseling cell
- Strategies adopted for an advanced learner.
- Special coaching classes for the toppers of every class
- Participation by the student in the in-house competition such as debate, group discussion, problems solving are also encouraged.

Talented students are motivated to participate in extracurricular activities, exhibition and cultural activities competition

File Description	Documents
Link for additional Information	http://lakhipurcollege.in/wp-content/uploads/2022/01/IMG-20220105-WA0011.jpg
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
926	17

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences using ICT tools:

The college believes in the adoption of students centric methods to enhance student involvement as a part of participative learning and problem solving methodology. Team works, Debates, Seminar, workshop, Field visits, Quizzes and guest lecture are included in student centric methods.

Experiential and participative learning

- Students are encouraged to participated at National and international level program and competition.
- Assignment, home works, notes and materials are given and shown through Google classroom.
- Teachers identifies and propose academically significant Field visits and Surveys
- Guest lecture by prominent scholar from industry and academics from across the country are organized to enhancement the teaching process and provide experiential learning.
- Debates are followed in many of the subjects where students are required to come with different opinions, thought processes thus the learning process gets justified in the argue-mental way of learning.
- Practicals and workshops in all individual and group work under the guidance of teachers are also conducted.

Problem solving Methodologies

- All questions in examination are based on analysis and reasoning.
- Free internet access in the library and wifi facilities in

campus promotes the habit of self learning and discussion.

- Quizzes are conducted by subject teachers in all UG programmes.
- Research activities are conducted in each Department under the guidance of senior faculty where the students of different semester get knowledge about emerging area and help them to promote in Research attitude.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://lakhipurcollege.in/wp-content/uploads/2022/12/2.3.1.F-1.docx

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Classrooms: College encompasses sufficient number of well-furnished, well ventilated, spacious classrooms for conducting classes. There are 11 well-furnished classrooms and 6 ICT enabled smart classrooms. Spacious seating arrangements with the qualitative furniture are available in the classrooms. Cleanliness, light and ventilation facilities are maintained in the classroom. Black Boards, White Boards and Green Boards are available in the classrooms.

Computing equipment: There is a well-furnished computerized administrative office along with ICT enable cabin. All departmental chambers are well equipped along with computing system and Internet. Well ventilated Auditorium and Seminar Hall with ICT facilities. A well furnished, ventilated and ICT enabled library is available in the college.

Laboratory: Psychological Laboratory is available in the college.

Cultural activities: The institution has sufficient facility for various cultural activities such as-Open stage, Sound box and mike, Harmonium, Tablas.

The institution has facility for sports-Play ground, Carrom board, Chess, Shotput, Discus throw, Javelin throw, Skipping.

Yoga Training centre: 1 class room

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://lakhipurcollege.in/wp-admin/post.php?post=350&action=edit

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

16

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

17

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

7

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

219

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Lakhipur College is a constituent of Gauhati University and is guided by the regulations formulated at the university level with regards to syllabi, examination and evaluation. The internal assessment is also as per the guidelines laid out by the University. The Choice Based Credit system has been implemented by the university and its affiliated colleges. Hence, Lakhipur College too has started with this system from the present years. The pattern of continuous internal evaluation for this system has been modified from the earlier existing pattern. The distributions of marks for the internal assessment have also been modified to suit the newly adopted CBCS. For the process of continuous internal evaluation, the college continues to hold class tests, give home assignments and assess the students through class performances. Sessional examinations are held and the marks obtained are sent to the university when asked for. The university has a continuous internal evaluation

system in which each paper without practical has a component of 20 marks of internal assessment and 80 marks allotted for final examination of the paper. Papers with practical have sixty marks allotted for the final examinations, 20 marks for the practical examinations and 20 marks for internal assessment. The 20 marks allotted for internal assessment is further divided as 10 marks for sessional examinations, 6 marks for home assignment/presentations and 4 marks for attendance. Assignments and presentations are on topics related to the syllabus. Thus a continuous internal assessment goes on throughout the semesters to assess the students on their daily performance.

File Description	Documents
Any additional information	View File
Link for additional information	http://lakhipurcollege.in/wp-content/uploads/2022/12/Assesment-Mechanism.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

A transparent, time-bound and efficient method is being followed in terms of dealing with internal examination related grievances. Various internal examinations are being performed throughout the semester. Some of them are

Internal assessments:

Sessional Examination: The college conducts sessional examination according to the academic calendar provided by the Gauhati University. The faculty evaluates the paper within a week of conduction of test.

Assignments: The concern departments also give assignments to the students for internal assessment. The evaluated assignments are given back to students thus maintaining the transparency of the marks assigned and to resolved grievances is any.

Seminars: The concerned departments also organized seminar on various topics in related to their subjects. The seminar papers are evaluated by the departmental teachers and marks were recorded as well.

Project Evaluation: Projects works are also given to the students by the concerned departments of our college. The project works has been evaluated by the teachers of concerned departments and marks were recorded.

File Description	Documents
Any additional information	View File
Link for additional information	http://lakhipurcollege.in/wp-content/uploads/2022/12/Assesment-Mechanism.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Our institute is affiliated to Gauhati University. We offered undergraduate course under the faculty of Arts. The institute followed the curriculum design by our affiliated university. The programme outcomes, programmes specific outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and the departmental notice board.

After measuring attainment of programme outcomes, programme specific outcomes and course outcomes, it has been observed that the strength of the students as well as passing percentage of the students is increasing progressively. We took utmost care of measuring the level of attainment of programmes outcome, programme specific outcomes and course outcomes and followed formal as well as informal mechanism for the measurement of the outcomes. The mechanism as follows:

- The institute followed the academic calendar of our affiliated university.
- All the subjects teachers maintained academic diary in every year.
- Institute considered feedback form from the parents.
- Critical and creative thinking of the students have been developed
- Students developed their communication skills
- Ethical values are inculcated among the students.
- Attainment of Course outcomes are calculated by using

university result.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	N/A
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Our institute is affiliated to Gauhati University. We offered under graduate course under the faculty of Arts. The institute followed the curriculum design by our affiliated university. The programme outcomes, programme specific outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and the departmental notice board. After measuring attainment of programme outcomes, programme specific outcomes and course outcomes, it has been observed that the strength of the students as well as passing percentage of the students is increasing progressively. We took utmost care of measuring the level of attainment of programme outcome, programme specific outcomes and course outcomes and followed formal as well as informal mechanism for the measurement of the outcomes. The mechanism as follows: The institute followed the academic calendar of our affiliated university. All the subjects teachers maintained academic diary in every year. Institute considered feedback from the parents. The programme open outcomes of Bachelor of Arts as follows: Critical and creative thinking of the students have been developed. Students developed their communication skills. Ethical values are inculcated among the students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://lakhipurcollege.in/photo-gallery/

2.6.3 - Pass percentage of Students during the year	
2.6.3.1 - Total number of final year students who passed the university examination during the year	
162	
File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	N/A
2.7 - Student Satisfaction Survey	
2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)	
http://lakhipurcollege.in/wp-content/uploads/2023/01/SSS-report-2021-22.pdf.pdf	
RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of departments having Research projects funded by government and non	

government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

11

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

03

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

25

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities aim to educate and guide the students, extend their competencies beyond campus and encourage them to become responsible citizens. The College conducts different extension and outreach activities in the neighborhood community with a view towards creating an impact and sensitization amongst students. Faculty members are involved in sharing their knowledge with neighboring academic institutions, primarily the three neighboring Schools. Some of the topics taken up for such discourse include teaching of English Grammar, Social Studies, Assamese, Math and Science. NSS cadets are motivated to participate in various outreach activities such as Swachh Bharat Abhiyan, AIDS Awareness, and Plantation Drive, Gender Issues etc where students are involved in creation of awareness on the use of paper bags, waste management, and environmental awareness.

A number of social outreach programmes and deliberations take place on a regular basis through collaborative mode of students and faculty members. Students are motivated to participate in various outreach activities like theme-based activities (e.g.

street plays, cultural rallies, cultural exchange programmes etc).

File Description	Documents
Paste link for additional information	http://lakhipurcollege.in/report-of-cells-committees/
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

1

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

08

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

08

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

06

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**12**

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The infrustructuralfacilities and learning resources are categorised as under :

- Learning resources include infrustructure requiered for library , labortories ,classrooms, Hall rooms, Open stage, Smart classroom.
- Supports facilities include Canteen, Sports ground, Committee room, Garden.
- Utilities include Safe drinking Water and power generator.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://lakhipurcollege.in/photo-gallery/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has sufficiant facility for various cultural activities such as

- Open stage

- Soundbox and mike
- Harmonium
- Tabla

The institution has facility for sports

- Play ground
- Carrom board
- Chess
- Shotput
- Discuss
- Jevelling
- Skipping
- volleyball
- basketball
- Many other sports equipments

Yoga Traing centre

- 1 classroom
- Yoga mat

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://lakhipurcollege.in/photo-gallery/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

6

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://lakhipurcollege.in/photo-gallery/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

3115639.99

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The College Library is a learning resource centre for the students and teachers. The users can access the wide range of resources comprising textbooks, reference books, periodicals etc. of Indian and international authors. The library has a total collection of 13,000 textbooks and reference books till date covering different subjects. The Library has a total 31 (thirty one) journals and 1680 Magazines and 2 (Two) Newspapers. The library has KOHA (an integrated Library Management Software) for the automation of the housekeeping activities of the library for library automation. It also introduced Barcode for smooth running of day-to-day library works. Students are allowed to borrow books against library borrower's card. Features: Library opening hours from 10:00 a.m. to 4:00 p.m. Computerized

circulation using Barcode OPAC (Online Public Access Catalogue)
Digital Library Section Popular Magazines National/
International Journals Wi-Fi facility

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	N/A

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

147,622/

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

150

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college update its ICT facilities to ensure efficient functioning . Extensive infrastucture has been set up during the last five years

- IP based surveillance system
- The infrastructure includes Desktops
- Laptop Total number of systems =15
- 2 rack servers IP Based surveillance system

File Description	Documents
Upload any additional information	View File
Paste link for additional information	N/A

4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	View File
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

4,382,557.99

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Maintenance of library facility The books and journals are maintained against disfiguring . Book binding is carried out on regular basis for damaged books to avoid further damage .

Stock verification is done as apart of regular monitoring and control. Pest control is done on regular basis for maintaining books safe from termites . Library committee has been constituted for coordination in respect of learning resources . Procurement of new books and renew of journals and recommendation for additional books . Updating and maintaining of all library records Addressing issues and grievances of users Update and upgrade the library contents , periodically as per updates in curriculum Sports complex Playground Badminton court Volleyball court Computers The institute has an adequate number of computers with internet connection and utility softwares.

Computer systems , UPS, Softwares and servers are maintained by out sourced technicians, Lab asstt. and Lab incharge Classroom 13 Classroom with enough sitting capacity Cleanliness of classroom is maintained on regular basis ICT enabled class room smart class room

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://lakhipurcollege.in/photo-gallery/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

302

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

255

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	http://lakhipurcollege.in/igac-programmes/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

382

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

382

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

05

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

07

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

06

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

03

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Cultural Committee The Cultural Committee of Lakhipur College organizes various events during the academic calendar by maintaining the norms of Indian tradition and culture as well as touching global diversities of culture too. These events are organized keeping in view the students, faculty and management's collective interest of talent exhibition. We add flavor to the college by planning and conducting events in collaboration with other committees. The committee also conducts Mehendi, Traditional Dress competition , Bride competition etc.

File Description	Documents
Paste link for additional information	http://lakhipurcollege.in/igac-committee/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

18

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Our college Aumini Association contribution

- College main gate donated by the Aumini.
- Regular Yoga claases were taken by Alumini in Education Dept.
- Offer honorary services to teach in the institution.

File Description	Documents
Paste link for additional information	http://lakhipurcollege.in/lakhipur-college-downloads-2/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Mission Lakhipur college provides students with quality education and support services that lead to the successful completion of degrees , certificates, career educatin and basic skills proficiency . The college provides education for the development of critical thinking, effective communication, creativity, values and cultural awarness . The college help the students to identify hidden talents , provide opportunities for them to realize their fullpotential and thus shapethem into future leaders., Entrepreneurs and above all good human beings . In meeting the needs of our demographically diverse student populations, we embrace equity and accountability through measurable learning out comes and students achievement. Vision The college is driven to provide quality education that are responsive to the needs of our students, to prepared young minds for gaining knowledge, skills and sesitivity and empower them to meet and exceed challenges as active participants in shaping the future of our world.

File Description	Documents
Paste link for additional information	http://lakhipurcollege.in/wp-content/uploads/2022/01/Mission-and-Vision-opf-Lakhipur-college-converted-pdf.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college promotes participative management ideas pertaining to academic goals, Organizational progression and better campus life are collected from all stake holders to promote efficient functioning of the college. Believing in democratic values the institution has decentralized and participative management.

Objectives

- To bring together contributions from all traditional and non traditional fields of humanities and social science
- To advance human self understanding and communication
- To foster multi cultural and international conversation concerning the human issues Collaboration with

External Agency

ICTA

ICDS,

Lakhipur Transport Department,

Lakhipur Municipal Board, Lakhipur,

Dudhnoi College

Baida College

Bikali College, Dhupdhara

Habraghat Mahavidyalaya

Jaleswar College, Tapoban

File Description	Documents
Paste link for additional information	http://lakhipurcollege.in/report-of-cells-committees/#
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college promotes participative management ideas pertaining to academic goals , Organizational progression and better campus life are collected from all stake holders to promote efficient functioning of the college . Believing in democratic values the institution has decentralize and participative management .

Objectives

- To bring together contributions from all traditional and non traditional fields of humanities and social science
- To advance human self understanding and communication
- To foster multi cultural and international conversession concerning the human issues Collaboration with External Agency ICTA ICDS, Lakhipur Transport Department, Lakhipur Municipal Board , Lakhipur, Dudhnoi College Bikali College, Dhupdhara Habraghat MahavidyalayaInculcating a value system among the students ICT based teaching and learning

Focus of stragic plan

- ICT based teaching
- Organize study tour for students provided a library facilities for students
- Encouraging the teachers to participate in orientation program ,
- refresher courses , short term courses

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://lakhipurcollege.in/wp-content/uploads/2022/01/IMG-20220106-WA0040.jpg
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Functions of Key Administrative Positions

POSITION

FUNCTIONS

GOVERNING BODY

- Review academic and other related activities of the College
- Consider recommendations of the Principal regarding Promotions
- Past annual budget of the College

PRINCIPAL

- To prepare all the agenda items, co-ordinate the conducts of meetings and arranged to follow up all actions required
- To provide leadership, guidance, help implementation and monitor all the academics activities in compliance with the affiliated universities
- To conduct all the examinations
- To initiate all the developmental activities, monitor the progress and report to the GB
- To ensure the preparation of reports on various activities and also the annual report of the college

COMMITTEES

- Every Community constituted at college level and departmental level have the faculty members as an in charge with two or more faculty members as committee

members

- Committee in charge will look after the Committees program and operations

HOD

- Department HOD prepares the departmental workload as per GU syllabus
- Preparation of lists of weak student in each class
- Arrangement of remedial class for weak student

IQAC

- IQAC is responsible for fixing quality parameters for various academic and administrative activities
- Monitoring the organization of class work and other related activities
- Documenting various program/academic activities leading to quality improvement and reviewing their effectiveness in quality improvement/sustenance

File Description	Documents
Paste link for additional information	http://lakhipurcollege.in/igac-committee/
Link to Organogram of the Institution webpage	http://lakhipurcollege.in/igac-committee/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college has effective welfare measures in place for its teaching and non-teaching . The various welfare scheme are as follows .

- Medical allowance
- Meternity benefits as per norms
- Child care

Facilities for the Teaching and Non-Teaching staff:

- Medical Leave
- Casual Leave
- Child care leave
- Meternity leave
- Yoga class
- Libray facility
- canteen facility
- Computing Facility
- Sports facility
- Wifi Facality

File Description	Documents
Paste link for additional information	http://lakhipurcollege.in/photo-gallery/
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

06

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

13

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

12

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college follows the UGC regulations on minimum qualifications for appointment of teachers and other academic staff in universities and colleges and measures for the maintenance of standards in higher education- 2010 (Regulation no. F-3-1/2009 Page 50/71 08-12-2022 12:41:09 Annual Quality Assurance Report of LAKHIPUR COLLEGE dated June 30, 2010), together with all amendments made their in from time to time for its teaching and non teaching staff.

The performance of each emplyee is assesd annually after completion of one year of service.

Teaching Staff

The performance of each faculty member is assesed according to the annual self assesment for the performance based appraisal system(PBAS) Non-TeachingStaff

All Non- teaching staff are also assessed through annual confidential reports and annual performance appraisal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has established a mechanism for conducting internal and external audits on the financial transaction every year to ensure financial compliance . Internal audits is conducted half yearly by the internal financial committee of the institution . The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit is submitted to the management of the institution through principal. External audits is conducted once in every year by an external agency

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Institute maintain and follows a well plan process for the mobilization of funds and resource. The process involves various committees of the institute as well as the department heads and accounts office . Institute has design some specific rules for the fund uses and resource utilization

- Mobilization of funds , the student tuition fees is the major source of income for the institute .
- Alumni contribute to the institute by raising funds to make the main gate of the college.
- Utilization of funds
- A finance committee has been constituted to monitor the optimum utilization of funds for various recurring and non recurring expenses.
- The quotations of the items are scrutinized by the finance and purchase committee before a final decision is made on parameters like , pricing , quality, terms of service etc.
- The principal , finance and purchase committees along with the accounts department ensure that the expenditure lies within the allotted budget

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC , Lakhipur college mainly focusses on imparting quality education through its innovative , comprehensive and flexible education policy. The IQAC carries out activities that encompass all aspects of the institute functioning . The IQAC has been performing the following task on a regular basis which are given as follows.

- Improvement in quality of teaching and research by regular inputs to all concern based on feedback from students
- Providing inputs for best practises in administration for efficient resource utilization and better services to students and staff.
- Providing inputs for best practices in yoga with the help of Alumni.
- Providing inputs for best practices in gardening with students active participation.
- Providing inputs for academic and administrative audit and analysis of results for improvement in areas found weak. Students and staff give their feedback and suggestions on teaching and administrative performance through the

suggestion box or throw email to the coordinator IQAC, Lakhipur College.

File Description	Documents
Paste link for additional information	http://lakhipurcollege.in/iqac-programmes/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC Continuously reviews and takes steps to improve the quality of the teaching learning process. The academic calendar is prepared in advance, displayed and circulated in the institute strictly.

admission to various programmes, summer winter vacations, examination schedules and declaration of results are notified in the academic calendar.

All newly admitted students have to compulsorily attend the sessional test, to take active part in various co-curricular activities, discipline and culture of the institute conducted by the institution at periodic intervals. All students are also given a guided tour of the campus about the various facilities present in the institution.

Feedback from students is also taken individually by teachers for their respective courses, and also directly through IQAC. Students are also free to approach Principal of the institute for feedback and suggestions.

File Description	Documents
Paste link for additional information	http://lakhipurcollege.in/feedback-forms/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);

C. Any 2 of the above

Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://lakhipurcollege.in/igac-meetings/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institute conducts regular gender equity promotion programs. Guest speakers from prominent fields are invited to speak on the given topic, which highlights the importance and contribution of women in society. Lakhipur College is committed to the cause of gender equity. Equal opportunities are provided to all individuals. Safety, security, and well-being, along with gender equity and a friendly atmosphere, are the issues of prime concern to Lakhipur College. The curricular initiatives undertaken for the purpose include the decision to offer SEC papers that mainstream ideas of gender studies, in addition to those of humanities courses, to help students become informed consumers as well as ethical participants in popular cultural discourses. Annual gender sensitization action plan includes activities such as International Women's Day celebrations, Children's Day celebrations, a lecture on menstrual hygiene, mentor-mentee meetings, street plays to raise awareness in society about gender equality, and so on. Specific facilities are provided for women as well as men in terms of safety and security: common rooms, women's Rooms, Women Cell, Medical Cell

and Anti- Ragging Cell. Further, Women's writing offered to students enables them to understand the social construction of women by patriarchy highlights the structural oppression of women, foregrounds resistance by women; discusses women's writing as an act of resistance and of grasping agency.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://lakhipurcollege.in/photo-gallery/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

While facilities like their library, medical facility, and canteen contribute to distinguishing Lakhipur College as a primary institution, they also generate waste that needs thoughtful disposal. Waste constitutes food left-overs, old books, paper, cardboard, plastics, cans, glass, clothes, housewares, electronics, chemicals, maintenance and construction debris, garden leaves, biologically hazardous materials, etc. With a focus on the environment and cleanliness, we take several measures for waste management.

1. Perform waste assessment for composition, volume and sources of waste.

2. Separate colour-coded bins for green and non-biodegradable wastes.
3. Have a compost pit for biodegradable garden waste.
4. Look for potential options for reduction, reuse, recycling of waste.
5. Encourage recovery and recycling of paper, books etc. amongst students and staff.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Lakhipur College provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities and that the ability to take people from diverse sections together and makes them feel important contributors to the world they live in. Various gender forums headed by the Women Development Cell ensure that our women students, teaching and non-teaching staff see themselves as empowered stakeholders in every aspect of social living and that our young men realise the importance of men and women working together. Our understanding of gender equality extends to the LGBTQ communities as well. 'Disability' has always been seen as a special ability in this college and various societies and initiatives work with the blind and the physically challenged. Here we find a mixed cultural and societal setup. More over this place has a mixed population representing different religions like Hindus, Muslims and Christians, tribal communities like Rabhas, Bodos, Garos, Hajongs, Kochs, etc. So we get students belonging to different religions, castes, creeds, cultures as well. In the linguistic point of view the people of Lakhipur use multiple languages for communication purposes. To maintain this harmony, our college teachers jointly celebrate and organize social, cultural and religious festivals like International Women's Day, Yoga Day, Teacher's Day along with Eid, Shankardev Tithi, etc are collectively celebrated in the college formally and informally

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Lakhipur College takes pride in the fact that apart from preparing a sound academic foundation for the student community; the college constantly works to develop them as better citizens of the country. In this regard, the institute, apart from imparting professional legal education, inculcates a feeling of oneness among the student community through

various practises and programmes and invests substantially to inculcate a sense of nation building amongst its students. It actively engages them through activities like webinars about casting votes for a thriving democracy and events for brainstorming ideas on how India can make more rapid strides towards self-reliance, equitable-prosperity and becoming a global powerhouse. TMaladies such as corruption and women's oppression are effectively sensitised by drama and debate. A project to educate the farmers about the environmental hazards of stubble burning, and alternative mechanisms for disposing of it while also deriving financial benefits, has been underway. There are ongoing initiatives for democratizing wealth-creation in the marginalized sections of society, like the underprivileged children and the disabled, through imparting digital literacy and providing mentorship and avenues for employment. Since national progress can't be accelerated enough until the women's population is enabled to contribute equally, there are multiple forums and seminars for discussing the issues of women's Various activities conducted in the institute for inculcating values for being responsible citizens as reflected in the Constitution of India are such as- Independence Day, Republic Day, National Girl Child Day, Yoga Day, etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Lakhipur College supports several events to make students aware of the supreme sacrifices of our martyrs and the freedom and pride that they fought for, through movie screenings, quizzes and celebration of national days. The college celebrates/ organizes national and international commemorative days, events and festivals such as-

- 1. Observed International Women's Day on 8th March, 2022.**

2. Celebration Of National Girl Child Day on 24th January, 2022.
3. Organized One Week Workshop on Hajong Folk Dance from 23rd May to 30th May, 2022.
4. Organized a Flood Relief Camp on 25th June, 2022.
5. Organized a Menstrual Hygiene Camp at Baida College on 6th July, 2022.
6. Organized an Orientation Program on Preparation of Academic and Administrative Audit on 13th , July 2022.
7. Adopted Schools in Collaboration with IQAC: College adopted three schools namely Lakhipur Higher Secondary School, Bolaikhamar M.V. school and Folimari High School. Some of our faculty have taken classes in the adopted schools on different subjects. A faculty development program was organised by IQAC and teachers unit of the college at BalaiKhamar MV School.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice I: YOGA CLASSES

The Context: The current student lifestyle necessitates the need for yoga, which should be prioritised in order to achieve a student's overall development.

Objectives:The main objective of Yoga Classes are: To reduce stress and anxiety among students, to have better focus and improved memory etc.

The Practice:The information is communicated to the students and teachers concerned through an official notice.Different physical

and mental exercises are taught to students. The students begin with chanting Gayatri Mantra and 'OM'. Next, they do stretching and then are guided to perform Surya Namaskar. After 5-7 minutes of Pranayama, the students are guided into meditation.

Evidence of Outcome: Yoga plays a vital role in our physical and mental well-being.

Best Practice II: CULTIVATION

Objectives: To create awareness among students about organic farming and vegetable cultivation.

The context: Majority of the students of Lakhipur college come from the low income families. In such case, this best practice initiative will help them to earn while learn.

The practice: Vegetables are cultivated in a small amount of land of the college campus. Watering, weeding and bio fertilising of the farm is exclusively undertaken by our students.

Evidence of success: The vegetable cultivation program initiated by Lakhipur college is increasing engagement in team works. It also helps students understand the agriculture as the ancient culture of our society.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The college has provided tremendous thrust and priority to each program of diversity inclusion and integration- an area distinctive to the vision of the college. The college emphasizes the need to mainstream the marginalized and weaker section of students to ensure justice and equity in society. The mission is to steer the education it offers not only towards the pragmatic goal of employability but also to build a life of the mind and sensitize and orient each student to the service of the

community for a better life for society and the world reinhabit. Under its diversity inclusion and integration program. The students were encourage to attained different skill courses in our institution. The college also help theEconomicaly Poor students financially for admission purpose.

The faculty members of the college are equipped with knowledge, skills and confidence to meet the needs of this diverse population in the classroom and out. They take the time to learn about the cultural background of the students showing genuine interest thus establishing trust and a bond between them. During college week and freshers social, different cultural items are performed by different students to make the programme diverse and inclusive. Celebrations of national and international commemorative days and festivals are observed in an effort to bring about tolerance and harmony among the diverse student community of the college.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic

1. To take initiative to increase enrolment.
2. Introduce Skill courses in the college.
3. To take initiative Farming
4. Start the process of digitalisation and automation of the library.
5. Start the process of digitalisation of classrooms