YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Lakhipur College
• Name of the Head of the institution	Mirza Mannaf
• Designation	Principal i/c
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9101997329
• Mobile No:	9365117682
• Registered e-mail	lakhipurcollegeglp@gmail.com
• Alternate e-mail	barnalismriti9@gmail.com
• Address	Lakhipur College
• City/Town	Lakhipur
• State/UT	Assam
• Pin Code	783129
2.Institutional status	
• Affiliated / Constitution Colleges	Lakhipur College
• Type of Institution	Co-education
• Location	Semi-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.	**6003874639**
• Alternate phone No.	**9101248983**
• Mobile	**97069776685**
• IQAC e-mail address	**iqaclakhipurcollege23@gmail.com**
• Alternate e-mail address	**lakhipurcollegeglp@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://lakhipurcollege.ac.in/aqar-2021-22/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://lakhipurcollege.ac.in/wp-content/uploads/2023/11/ACADEMIC-CALENDAR-22-23-2.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**74**	**2004-2005**	**01/12/2005**	**Nil**

6.Date of Establishment of IQAC	**05/09/2003**

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
0	**0**	**0**	**0**	**0**

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	**13**

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

Orientation program on Academic and Administrative Audit
Workshop on New Education policy 2020
Academic Audit
Green Audit
Energy Audit

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
AQAR(2021-22)	**Submitted**
Publication of JNANAM III	**Published**
Coaching of civil services exam	**successfully Done**
Faculty Development Program	**successfully done**
Awareness program on cyber crime and security	**successfully done**
Adaptation of schools and villages	**Adapted**
Academic and administrative Audit	**Successfully Done**
Green and Energy Audit	**Successfully Done**

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

- Name of the statutory body

Name	Date of meeting(s)
G.B	18/10/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023	28/02/2023

15.Multidisciplinary / interdisciplinary

On the basis of the NEP 2020 guideline , made an effort 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. Several Vocational courses have introduced 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.The institution also conducted various multidiscilinary program for harmoneous development of students such as Art and craft, cutting and knitting, Yoga, Best out of waste material etc.

16.Academic bank of credits (ABC):

he Academic Bank of Credits (ABC) is an important part of NEP 2020 and is designed to give students greater flexibility in pursuing their academic goals. The ABC database allows students to collect, store, and transfer credits earned through different streams like college-based programmes, apprenticeships, multiple entry and exit points, technology-enabled virtual mobility, etc. Lakhipur College follows all the instructions issued by Gauhati University in regard to the Academic Bank of Credits (ABC), which is the affiliating University.

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 , M.A entrance preparation for students of Assamese and Education department , Motivational speech to the students of Assamese department by G.U Professor, Art and Craft, Professional make up course 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 the 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. The institution conducted Coaching for combined competitive examination for APSC, M.A entrance coaching by the department of Assamese and Education, Professional make up course, Faculty Development Program on ICT, Lecture series, Spoken english, Soft skill development,PPT preparation, Yoga course, etc.

20. Distance education/online education:

Our institute has offered education through distance mode for those who cannot receive education via regular mode. The KKHSOU centre of Lakhipur College offers Under- Graduate and Post- Graduate courses through offline mode.   Moreover our institution offeres offline mode course on several subjects such as English, Assamese and Political science through the centre of GUCDOE(Gauhati University Centre for Distance and Online Education) at Lakhipur college.

Extended Profile

1. Programme

1.1   07

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

File Description	Documents
Data Template	[View File]

2.Student

2.1   **797**

Number of students during the year

File Description	Documents
Data Template	[View File]

2.2   **172**

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   **250**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]

3.Academic

3.1   **20**

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	07
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	797
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	172
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	250
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	20
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	

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1	**14**
Total number of Classrooms and Seminar halls	
4.2	**8359776**
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 considers effective curriculum delegation to be the most crucial part of the curriculum. The university's suggested curricula are followed by the college. It has been worked on by members of our faculty, and their subcommittees have considerably and favorably influenced the creation of courses. The college provides a clear and calculated Mechanism to ensure efficient curriculum delivery.

Academic calendar:

The academic calendar of Gauhati University is followed by the college. The HOD chairs the meeting and also prepares the department's events and divides the burden among the subjects. The principal monitors the degree of schedule adherence through official meetings with the HOD and informal discussions with faculty. Timetables are created by a committee for the college and then prepared by the relevant departments and displayed on the

notice board.

Time table: At the start of the academic year, each faculty member develops a lesson plan.

Teaching plan: As teaching aids, the faculty makes use of diagrams, maps, models, chalk, and a board. Use tactics like seminars, group discussions, tests, workshops, and case studies to present the material effectively.

Remedial teaching: Remedial classes are being used by the faculties as part of their initiative to support slow learners.

Teacher's support & Feed back: To keep their knowledge current, the university invites faculty members to enroll in introduction and refresher courses.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	N/A

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

An academic calendar is produced by the institution and distributed to students, faculty, and staff. It contains important information about the teaching and learning schedule (working days), numerous events that must be held, holidays, dates of internal exams, semester exams, and other events. The academic calendar makes it easier for professors to keep track of all the activities involved in the continuous internal evaluation process at the college. It is also on display at the principal's office and on the school's website. Sessional exams, seminars, project work, classes, the LAKHIPUR COLLEGE Annual Quality Assurance Report, tests, workshops, and semester exams are just a few of the ways that the faculty members have taken control of this process.

The institution has established an examination committee to make sure that process operates well, and the principal often checks internal assessment.The relevant data about the students who will be sitting for the exams at the respective university has been obtained. The college constantly keeps track of the results of internal assessments. The ongoing internal review procedure is as

follows: Each college instructor is assigned a particular subject to cover over the academic year. Both the instruction and the assessment are scheduled by the teacher. HOD: The HOD creates the lesson plan and presents it to the teacher.

IQAC: The IQAC compiles the contributions that have been received from the several departments.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	N/A

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

7

File Description	Documents
Any additional information	**No File Uploaded**
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)

05

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
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

269

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

269

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

The curriculum at our university includes topics like gender equality, environmental concerns, professional ethics, human

values, and moral principles. Moral principles, human values, and business ethics: To assist the students, our college developed a career counseling program tied to moral principles and business ethics. International Yoga Day, Republic Day, Women's Day, Independence Day, and Teacher's Day are just a few of the holidays that the college recognizes. The moral, ethical, and social ideals of the students are fostered by these experiences.

Gender Sensitization: The college has a women's cell that provides counseling to students, promotes gender equality among students, and addresses related worries regarding the safety and security of female students, employees, and professors. The college site is protected with CCTV and high levels of security. Environment and Ecology: A course on environment and ecology is offered as part of the B.A. second semester curriculum. This course focuses on ecosystems, their balance, and sustainability.

The institution mandated that all students take this course in order to make them aware of the value of environmental preservation. A spot for clean drinking exists on campus. To teach students about the responsible use of natural resources, the school offers workshops and seminars on ecology and the environment.

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

30

File Description	Documents
Any additional information	**No File Uploaded**
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	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	N/A

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

797

File Description	Documents
Any additional information	**No File Uploaded**
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

172

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 perticipate in extracurricular activities, exhibition and cultural activities competition.

File Description	Documents
Link for additional Information	N/A
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
798	20

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

The collegehas adopted 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.

Students are encouraged to participated at National and international level programs and competition. Classes are conducted using projector and laptop. Assignment, home works, notes and materials are given and shown through Google classroom. All Departments organize student's activities to promote the spirit of team work and institutional social responsibility through village adoption, tree plantation and health awareness programme. 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 aptitude.
- College follows the discussions methods in many of the subjects as it makes the students to think wide and participate in coming up with the opinions & suggestions to check their current knowledge.

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

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 wellfurnished, well ventilated, spacious classrooms for conducting classes. There are 11 well-furnished classrooms and 6ICT 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,Discuss throw,Jevelling throw,Skipping.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	N/A

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

20

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	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

20

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
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

11

File Description	Documents
Any additional information	**No File Uploaded**
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

230

File Description	Documents
Any additional information	**No File Uploaded**
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.

- The marks allotted for internal evaluation in each paper will be based on the following. After sessional examination the copy of evaluation given to student and after signing the copy student should return it.
- Home Assignment, Seminars, Group Discussion, class attendance above 75% or related work depending on the decision of the teachers/college concerned: 50% of the total internal marks of each paper.(Explanation: If internal mark of a subject is 20 then marks of Home Assignment, Seminars, Group Discussion, class attendance above 75% or related work depending on the decision of the teachers/college concerned will be 10. In that case, maximum four marks be allotted for "class attendance" component based on the attendance in the class. The setting of question paper, invigilation duty, evaluation of answer scripts for each paper will be done by the concerned teacher(s) as a part of his/her normal duty without hampering normal classes .After evaluation, the answer scripts shall be shown to the students and corrections regarding evaluation should be made, if any. After this, the answer scripts should be collected back from the students. The entire process of evaluation of the sessional examination should not take more than two weeks from the date of examination.

File Description	Documents
Any additional information	View File
Link for additional information	N/A

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

To deal with internal examination related grievances, there are several meaures undertaken by the college which are not only transparent, but are alsotime bound and efficient.

The marks of internal examinations appears in the final marksheet of the students after their semester ends. However, if the students place their grievance related to misprint of their internal marks, or absense of internal marks, immediate steps are taken by the institution. In some cases, internal exams are re-conducted and the whole process of submitting the marks and details to the university are done within a few weeks, such that, the whole process is over within a limited time period. Since, the students are aware of their internal marks, the process itself is transparent.

File Description	Documents
Any additional information	View File
Link for additional information	N/A

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 affliliated to Gauhati University. We offered under graduate course under the faculty of Arts.the institute followed the curriculum design by our affliliated 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 attainmnt 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 calender of our affliliated university. All the subjects teachers

maintained academic diary in every year. Institute considered feedform from the parents. The programmes 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 incalcated among the students

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

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

151

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	No File Uploaded
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)

https://lakhipurcollege.ac.in/student-satisfaction-survey/

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)	**No File Uploaded**

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)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	[N/A](N/A)

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

36

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
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

05

File Description	Documents
Any additional information	No File Uploaded
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

19

File Description	Documents
Any additional information	No File Uploaded
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. The faculties of different department have organized an outreach activitiessuch as campus cleaning , flood relief camp, flag distribution, cleanliness drive at sotosigri village , stop child marriage -protecting child hood empowering future, paddy cultivation at sotosigri, international literary day observation

in neighourhood village, awarness program on importance of mother tongue at sotosigri. 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 .

File Description	Documents
Paste link for additional information	N/A
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

03

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

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

45

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
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

23

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
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

13

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

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

04

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
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.

Lakhipur College campus is situated in an area of 68 Bigha acres with a total built up area of 13,935.456 square meter. The college has seven departments. The fact is that the classrooms are of two categories: departmental classroom and common classroom. There is a smart classroom which is used for special classes, group discussion and small conferences and meetings. The college has three no of high quality projectors. The seven departmental rooms of the college are equipped with Wi-Fi connection and possess desktop setups in good working condition. A computer laboratory is available .The well-stocked College Library is a building. It is Wi-Fi enabled. It has a desktop set along with a printer. The library has a librarian's desk, circulation (Issue/Return) counter, Processing Section, and Stacks. There is a book Section and Periodical Section with a section allotted for the students for reading purposes only. The college has access to many e-journals, INFLIBNET and N-LIST. The library keeps most of the leading newspapers published in Assamese and English. The Administrative Office, and the Caretaker's office which are fully ICT enabled.Besides, the administrative block, rooms of the departments and library are Wi-Fi enabled.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[N/A](#)

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

The college is committed to offer resourceful infrastructure for all-round development of students. It provides adequate facilities for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities.

- It has adequate facilities for sports, games and cultural activities.It has adequate space for playgrounds with provision for multiple games, such as Cricket, Football, Volleyball, etc. There is an open stage which is used for organizing annual functions and cultural events. Many more cultural events are organized in the LB-I hall.
- Sports competitions are organized regularly every year for students. Students are specially trained for participation in Zonal and Inter-Zonal National Youth Festivals competitions organized by the various government and non-governmental organizations. The college has excelled at these events by winning prizes and awards in individual and group events.
- Sports equipment like cricket bat, ball, football, carom, chess etc. are available for the use of the students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[N/A](#)

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	N/A
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)

3666121

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
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 has a library which is rich in learning resources required for overall development of the learners and the faculty members. The users can access a wide range of resources comprising textbooks, reference books, periodicals etc. The library has a total collection of 13,000 textbooks and reference books till date covering different subjects. The Library has a collection of 31(thirty one) journals, 1680 Magazines and has subscription to two leading newspapers. The library has KOHA (an integrated Library Management Software) for the automation of the library resources. Recently, for accessing the e-resources through N-LIST (National Library and Information services Infrastructure of Scholarly Content) program has been installed in the library. It also introduced Barcode for smooth running of day-to-day library works. Students are allowed to borrow books against library cards.

The library remains open from 9:00 am to 4:00 pm.

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)

165140

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
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	**No File Uploaded**
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 has 30 Desktops and 5 laptops.In addition, the college has 3 projectors. The College has employed a full time IT consultant for maintenance and support of the ICT infrastructure. In general, computing and internet facilities are available to all teachers and students on the campus. The college provides access to desktop systems to both faculty and students which allows them to use computer aid for academic projects, practical sessions and for learning. To make the learning process more effective, various innovative methods are used by the teachers. This includes having power point presentations, where students can discuss and explore their knowledge together. Learning combined with visual presentations or working on certain software is much more enjoyable and comprehensive for the students. The desktops of the college are running on windows 10 and windows 11. Most of the desktops have office 2010 pro installed.

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	View File

4.3.3 - Bandwidth of internet connection in the Institution	**B. 30 - 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

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)

8405388

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts.	**No File Uploaded**
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.

The College ensures regular maintenance and upkeep of all infrastructural facilities. A full time Caretaker supervises the maintenance work carried out by trained in-house experts. Furniture and equipment are purchased on a regular basis as per the requirements with the Purchase Committee consisting of the Principal as Chairma Accounts holding regular meetings to approve necessary purchases for maintenance of College infrastructure. IT machines and softwares are continuously upgraded to ensure the market relevance of acquired skills.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[N/A](#)

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

288

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
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

288

File Description	Documents
Upload any additional information	**No File Uploaded**
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	**D. 1 of the above**

File Description	Documents
Link to institutional website	N/A
Any additional information	**No File Uploaded**
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

25

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

25

File Description	Documents
Any additional information	**No File Uploaded**
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 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	**D. Any 1 of the above**

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	View File

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

03

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

12

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
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

05

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	**No File Uploaded**

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.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	**No File Uploaded**

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)

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	https://lakhipurcollege.ac.in/iqac-activites/
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

40

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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	N/A
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

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 tallents , 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	NA
Upload any additional information	View File

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

Lakhipur College follows the practice of decentralisation in its true sense, in all the three important pillars of the institution, viz. academics, administration and extra-curricular activities.

The practice of decentralisation and participatory management is reflected in all the activities of the College through a strong and efficient Organogram of Committees/Societies which includes the IQAC, the Teaching Unit, Student Union, Academic Committee along with various committees and cells.

All the major stakeholders of the College including Management, The Governing Body, The Principal, Teaching and Non-Teaching Staff, Parents, Students and Alumni work in a democratic way of governance following the tacit rules of accountability in execution of their duties and responsibilities.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Focus of stragic plan :

- ICT based teaching
- Increasing research aptitude amongthe students. The Research cell and IQACcommittee also time totime organizes students enrichment programmes such as workshop on seminar paper preparation, Power Point Presentation, Orientation to Group Discussion etc.
- Organize study tour for students provided a library facilities for students
- There is an examination committee to formulate policies to run the end semester related external evaluations. The principal of the college calls sitting of this committee when required and decisions are taken regarding the operations of the examinations ahead and also to decide criteria of evaluation so far as internal examinations are concerned.

- **Encouraging the teachers to participate in orientation program, refresher courses , short term courses etc.**

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	N/A
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.

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	**Nil**
Link to Organogram of the Institution webpage	**Nil**
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 C
- omputing Facility
- Sports facility
- Wifi Facality

File Description	Documents
Paste link for additional information	Nil
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

02

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

7

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

07

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 appoinment of teachers and other academic staff in universities and colleges and measures for the mainteainance 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 annualy 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	workshop and fit of faculty pics
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 estlablished 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 commitee 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	N/A
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)

Rs.10,246/-

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
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 tution fees is the major source of income for the institute**
- **Alumini 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 recuriring and non recurring expences**
- **The quotations of the items are scrutinize by the finance**

- and purshase committee before a final decission is made on parameters like , pricing , quality,terms of service etc.
- The principal ,finance and purhase committees along with the accounts department ensure that the expenditure lies within the alloted budget

File Description	Documents
Paste link for additional information	purchase/ finance comittee
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 focussess on imparting quality education through its innovative , comprehensive and flexible education policy. The IQAC carries out activities that encompus 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 Alumini.
- 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 adminstrative performance through thesuggestion box or throwh email to the coordinator IQAC, Lakhipur College.

File Description	Documents
Paste link for additional information	feedback/ best practice pic
Upload any additional information	No File Uploaded

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 Continiously reviews and takes steps to improve the quality of the teaching learnig proces

- The academic calendar is prepared in advance,displayed and ciculated in the institute strictly.
- Admission to variuos programmes,summer winter vacations,examination schedules and declaration of results are notified in the academic calendar.
- All newly admitted students have ro compulsorily attend the sessional test,to take active part in various co curricular activities, disciplene 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 cources,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	Nil
Upload any additional information	[View File](#)

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); 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)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
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 often runs campaigns to promote gender equity. The theme, which emphasizes the significance and contribution of women in society, is presented by invited guest speakers from eminent fields. The cause of gender parity is one that Lakhipur College is dedicated to. All persons are given equal opportunities. The main concerns at Lakhipur College are gender equity, safety, security, and well-being as well as a welcoming environment. Measures taken by the institutions are mentioned below:

1. A talk on human trafficing.
2. Workshop on " Gender Inequality against Women in Work places and the Constitutional Provisions for safegourding women.
3. A Online workshop on Cyber crime against women.
4. An outreach program on preventing abuse on girls.
5. Outreach program on " Stop Child Marriage- Protecting Childhood,Empowering Futures
6. Women Arm wrestling Competition.
7. A mehendi competition.
8. A special lecture on " Beyond gender binary; issues of gender inclusivity and the way forward" in collaboration with women cell, Bikali College.

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	https://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	**B. Any 3 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

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. these are as given below-

1.competitions like best out of waste was organized to educatethe students about recyling the waste materials

2. Several steps were taken toassesswastecomposition, volume and sources of waste.

2. The neighbouring residents are encouraged to collect the bio-degradable wastefor their household use.

3. Colour-coded bins are provided for separatinggreen and non-biodegradable wastes.

4. A compost pithas been established for bio-degradable garden waste.

5. Look for potential options for reduction, reuse, recycling of waste.

6. Encourage the recovery and recycling of paper, books etc. amongst students and staff by displayingposters and banners in the college campus.

7. The college organized a inter-departmental wall magazine competition where the students were encouraged to utilize the waste materials.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	N/A
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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

B. Any 3 of the above

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

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	No File Uploaded

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 offers a welcoming environment that values diversity in terms of culture, language, community, socioeconomic status, and other areas. It also fosters harmony and tolerance by bringing people from different backgrounds together and empowering them to feel like significant contributors to the world in which they live. Various gender forums led by the Women Development Cell make sure that our female students, both in and out of the classroom, perceive themselves as empowered participants in all facets of social life and that our young men understand the value of men and women cooperating. In this college, "disability" has long been viewed as a unique ability, and numerous organizations and societies serve the blind and the physically handicapped.This place has a diverse social and cultural environment. Furthermore, the population of this area is diverse, consisting of people from tribes like the Rabhas, Bodos, Garos, Hajongs, Kochs, and Muslims as well as Christians, Muslims, and Hindus. Thus, we have students from a variety of castes, religions, and cultural backgrounds. From a linguistic perspective, the people of Lakhipur communicate in a variety of languages.In order to preserve this harmony, our college instructors work together to plan and celebrate social, cultural, and religious holidays. The institution celebrates International Women's Day, Yoga Day, Teacher's Day, Eid, Shankardev Tithi, students, Swaraswati Puja, world poetry day, Bir Silarai Divash, silpi dibash, homage to Dr. Bhupen hazarika and other holidays both 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	No File Uploaded

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. Maladies 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.

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File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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	View File
Any other relevant information	View File

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

1. IQAC, Lakhipur College celebrated the Children's Day in one of the adopted Schools of the college. 14/11/22
2. Rabha divas celebration
3. International yoga day celebration
4. Environment Day was celebrated
5. Ambedkar Jayanti was celebrated
6. World Poetry Day was celebrated
7. Republic Day was celebrated
8. Independence Day was celebrated
9. International Libary Day was celebrated

10. **Students day**
11. **Silpi Divash**
12. **Republic Day.**
13. **International mother Language Day**
14. **Library Day**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	**No File Uploaded**

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 1 : Article and Book writing

Objectives:

- **Knowledge Creation.**
- **Academic Excellence.**
- **Research Culture.**
- **Faculty Development.**
- **Student Learning.**
- **Institutional Visibility.**

Practices:

- **Faculty Support**
- **Student Involvement**

Context:

- **Innovation and Progress.**
- **Civic Engagement.**

Best Practice 2 : Preparation for Entrance Exams

Objectives:

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    1. Achieve Admission.
    2. Academic Mastery.
    3. Score Improvement.
    4. Competitive Advantage.

Practices:

    1. Structured Study Plans.
    2. Regular Mock Tests.
    3. Comprehensive Review.
    4. Seek Guidance.
    5. Time Management
    6. Healthy Lifestyle.

Context:

    1. Variety of Exams.
    2. Competition Levels.
    3. Resources Availability
    4. Application Deadlines.
    5. Balancing Act.
    6. Goal Clarity.
    7. Adaptability.
```

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

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 given tremendous priority to each program focused on diversity inclusion and integration, which aligns with the distinctive vision of the college. The college's vision is to educate, enable, and empower the students from different sections of the society. The college emphasizes the importance of mainstreaming marginalized and weaker sections 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 foster a sense of cultural inclusivity

among the students.

The college took the students to participate in a District level Folk Dance Competition organized on …… held at Goalpara College, Goalpara; where the students of Lakhipur College secured first position. The college also took the students to participate in "7th North East Graduate Congress" held at University of Science and technology, Meghalaya on 7th to 9th April, 2023. Three Faculty members along with 21 students went to the university to participate there. The College also encouraged the students to perform in a program held at Indira Gandhi University, Mirpur, Haryana on 18th to 24th July, 2023.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

- **Coaching of Civil services examination.**
- **Faculty development Program.**
- **Adoption of more villages and schools.**
- **Awareness Program .**
- **Submission of AQAR.**
- **Submission of IIQA.**
- **Academic Audit.**
- **Green Audit and energey Audit.**