



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

LAKHIMPUR KENDRIYA MAHAVIDYALAYA

LAKHIMPUR KENDRIYA MAHAVIDYALAYA ,P.O. CHARAIMORIA, NORTH
LAKHIMPUR, PIN- 787032, DIST- LAKHIMPUR, ASSAM
787032

www.lkmahavidyalaya.edu.in

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Lakhimpur Kendriya Mahavidyalaya, eastern most college in Lakhimpur District was established against a strong demand of students and many others stakeholders of this locality in 1992 in the midst of NL town purely as an Arts college and shifted to the present permanent location at Charaimoria in 1996. The college imparts learning in 10+2 and semester system of degree course and open and distance learning mode of education in degree course under Dibrugarh University. The college has earned recognitions in the academic circles as well as the aspiring student populace, both in the region and state level. The college was brought under deficit system of Grant- in- aid in 1998, followed by the University Grants Commission registerd under section 2(f) and 12(B) of the UGC Act.

The college has a vision to transform the students into being competent and responsible, making them to ready to take on the future with utmost confidence. The greatest of the college is its innovative approach to “Teaching and learning”.

The college has implemented a few measures to help the overall professional development of the students such as regularly organizing state and national level seminars and workshops on ‘Emerging trends in present value based education and its allied topics, organizing regular educational tour for the first hands knowledge of the students, setting up an independent computer centre for e-learning on distance learning mode and setting up a distance education study centre, DU for the aspiring students other than the regular students.

The college develops extreme attention in sports, culture and co-curriculum activities which help in grooming the students to complete which all the issues of future.

In the light of the above, I deem it a proud privileged to welcome you all from the core of my heart to LKM with a promise that the college will offer an exceptional ambience for developing all round personality at the same time I invite you to be a part of the mission of the college to be accomplished –

Miles to go

Before we sleep...

Vision

The College was established in 1992 with a strong demand of unadmitted student of than existing colleges with a vision to cater the need for higher education and community development. To tap the intellectual potentiality of Assam particularly Lakhimpur district with a mission ‘Miles to go before we sleep’. In conformity with the mission and vision behind the establishment of their college, all the sections of the society get involved to uphold the national policies on higher education which is to mould and prepare young

minds to meet contemporary challenges with special focus on unprivileged students.

The principles like inclusiveness, integrity, innovation, creativity and quality help to create a good citizen of India.

Nevertheless, the mission has been pinpointed –

1. To enrich and inspire the young generation through quality education.
2. To achieve the goal of producing good citizen of India through quality education.
3. To develop a sense of accountability among the young generation
4. To introduce innovative ideas to make the teaching learning process.
5. To highlight the co-curricular activities has the integral part of education.

To develop and sensitized towards social concern like gender and

Mission

1. The mission and objective of the college is to serve the society.
2. To create a good repo and network among the neighboring societies.
3. The biggest tools to convey the social responsibility and accountability.
4. To provide an environment to learning and to create a intellectual atmosphere.
5. To ensure a holistic development of personality.
6. To spread education to rural areas.
7. To achieve academic excellence.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Relativity dynamic bond of faculties & the Principal.
2. Hundred percent Computer literacy of the faculties.
3. Computer and TTM and Skill Based Subjects under Dibrugarh University.
4. 50% faculties are Doctorates.
5. 5 numbers of the faculties are doing research work for the award of PhD Degree.
6. Friendly relation between the students and teachers.
7. Computerized library under soul 2.0 with 812 reference books, 10 journals in hard copies and 3828 e-journals under N-List programme.
8. Each department is having functional IT facility.
9. Facilities of Xerox and scanning are available in library at a minimum cost.
10. Well furnished conference hall with all IT facilities.
11. Financial assistance in the form of scholarship.
12. Free admission for poor and meritorious students.
13. Auditorium cum indoor stadium.
14. Feedback system on teachers is equally very much functioning.

15. Some of the faculties are question setter, moderator and member of board of studies of Dibrugarh University & Autonomous college.
16. Cashless admission process.
17. Active participation of NSS unit in the surrounding area.
18. Adopted village named Borimuri Bodo Gaon.
19. Quiz competition irrespective to syllabus.
20. Major Entrance/selection test.
21. Commitment to create access higher education outside the campus of the college.
22. Young and energetic office staff equipped with computer knowledge.
23. Cleanliness and natural ambiance of the college.
24. Functioning of distance learning education under Dibrugarh University.
25. Temporary guest house.
26. Well regulated and well disciplined functioning of the principal.
27. 'Time and Tide, waits for none' proved by the Principal in the functioning of the work.

Institutional Weakness

1. Ranges of subjects are limited. It is a purely Arts College.
2. UGC and other sponsored seminar are not conducted for last five years due to lack of sponsors.
3. Lack of hands among the Teaching & Non-teaching.
4. Flood prone area.
5. Majority of students are fast learners.
6. Most of the students belong to economically poor family.
7. No Post Graduate courses are available.
8. Inadequate sports facilities.
9. Boys' hostel required.
10. Lack of modern infrastructure for cultural activities.
11. Parking facility is inadequate for all.
12. Lack of adequate collaboration and links.
13. Lack of residential quarters, inadequate smart class.
14. Poor connectivity of Electricity supply & internet.
15. Scarcity of funds for academic development.
16. Lack of permanent Research Board.

Institutional Opportunity

In the light of the strength and weakness we feel to refer the following opportunities –

1. Well tuned alumni.
2. In the fields of research proposal for minor research project and major research project are to be inspired.
3. Career oriented courses are to be focused.
4. Sports facilities are to be upgraded more.
5. More emphasis are to be on computer learning.

6. Travel and Tourism is to be based on technical facility.
7. Well tuned administration calendar and budgetary allocation.
8. Resource mobilization is an area of great concern.
9. Office to be upgraded in infrastructure and equipments.
10. A separate guest house.
11. Transportation is updated as it is situated NH-15 nearby.
12. The college has a calm and greenish environment.

Institutional Challenge

1. Competition from new entrants at local, National and International level.
2. To create competitive environment for employment.
3. Rapid change of design of course calling for fast adaptation.
4. Post-IT revolution, motivational classes and well mechanized counselling cell to be activated.
5. Gradual decreased of academic fund of the public education institution.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

In conformity with the academic Lakhimpur Kendriya Mahavidyalaya has a well mechanized system for the delivery of Curriculum proper way. The College has CIC (Curriculum Innovative Committee) which looks after each and every aspect of effective curriculum delivery. The distribution of Class routine among the faculties, date of seminar, workshop and Sessional examinations are discussed in presence of all the Heads of the departments. After that, all above stated are provided in hard copies and attached with prospectus. Even the notice board is used to communicate all the planning of effective curriculum delivery.

In semester system of education under Dibrugarh University the college has a mandatory Internal Semester Monitoring Committee (ISMC) that looks after the departmental academic activities. Two Sessional examinations, the publication of the result of Sessional examinations and ensures the timely inclusion of Internal Assessment Marks before start of the university examination.

Lakhimpur Kendriya Mahavidyalaya is very much concerned about the effective curriculum delivery through a well planned and documented process. In conformity with the academic calendar of the University the College prepares additional academic calendar which reflects the delivery of academic and non- academic activities of the college.

For effective curriculum delivery each year particularly in the month of July, a joint meeting (teaching and non- teaching) is convened where the previous experiences and future planning culminate a process of the effective curriculum delivery.

Despite all these friendly relations between teacher and students have been inspiring for both; students and teachers to raise the issues and thereby solve the problems.

In total it can be said that under the peripheral guidelines of the university Lakhimpur Kendriya Mahavidyalaya is working with well regulated planning to deal with curriculum aspects.

Teaching-learning and Evaluation

Lakhimpur Kendriya Mahavidyalaya though a rural college is much focused in respect of Teaching Learning and Evaluation. As per norms and guidelines of Dibrugarh University Lakhimpur Kendriya Mahavidyalaya strictly adheres to the academic calendars of the university and the college which appear to be the mirror of Teaching Learning and Evaluation process. It has a transparent admission criterion where selection is made on the basis of the marks obtained by the candidates in the previous examination. However, it ensures equity in access to unprivileged class and differently-able students and the government norms are strictly followed in respect of reservations. It reserves seats for such candidates who have submitted the certificates of extra-curricular activities and co-curricular activities of their excellence in that regard.

The friendly relation between the teachers and students is the best way to deal with the teaching learning process

After the admission process is over, Major entrance test is conducted for selecting the major students as per demand of the students for major course.

Teaching methods applied here is mostly based on traditional methods of teaching such as lecture-methods.

As per demands of the contents of the course computer-based method is also used. Field work, mandatory seminar and workshop are regularly conducted here in the college.

In conformity with the academic calendar of concern university, the college prepares an academic calendar as per needs and demands of the college. That academic calendar is printed and annexed to prospectus to make the students aware about yearlong activities of the college. The academic calendar of the college is prepared by the Curriculum Innovative Committee(CIC) under the supervision of Vice-Principal of the college.

Evaluation schedule is well reflected in the academic calendar and results of internal examinations and seminar and workshops are hanged on the notice board of respective department. Assessment mark that is 20% is all evaluated marks of the students.

Research, Innovations and Extension

Despite the fact Degree College has certain limitation as per guidelines of UGC in the fields of research, The principal of Lakhimpur Kendriya Mahavidyalaya encourages and inspires the faculties towards research since long. As a result 50 percent of the faculties of this college have completed their research work for PhD award and many of them have completed minor and major research project under UGC sponsorship. Five teachers are under process of research work for the award of Ph.D. Full autonomy is given to the principal investigator in respect of sponsored research project.

The teachers who wished to enjoy leave up to three (3) years under the F.D.P. scheme of U.G.C, the

authority enthusiastically makes all arrangements for availing the F.D.P.

Even the authority under his jurisdiction provides leaves on the consent of the Head, for pursuing part time Ph.D work. During the period of less class load without any hesitation the authority provides leave for any research work even in the field.

The authority allows using the technologies to the researchers available in the college. Facilities like Xerox, Computer, Internet and even projector are easily provided just against the application of the seekers of the college.

Lakhimpur Kendriya Mahavidyalaya follows the course of study in its true spirit. Now-a-days seminar and workshop, that carry marks for internal assessment, are the integral part of the syllabus. Before asking the paper presentation and orientation class for seminar presentation is done by the faculties. The seminar is presented by the students based on total format of scientific study, such as introduction, objectives, methodology analysis, hypothesis conclusion are the integral part of seminar paper while students are writing the paper. In that way research culture and aptitude among the students are developed.

Many of the teachers are the approved co-guide of the different universities. Dr Dilip Kr Jha , Associate prof , Dept of English guides two Ph.D scholars at present. Research based publications of the faculties are the testimony of research activities.

Infrastructure and Learning Resources

Lakhimpur Kendriya Mahavidyalaya located at Borbocha village (Kechashal) under Panchayat at the distance of 4.5 K.M. eastward from North Lakhimpur town amidst pristine and sylvan surroundings and having a sprawling area of 14.826 acres (45 bighas).

The college has been scattered in two part, Plot-A and Plot-B. Plot A is occupied with classrooms, Principal Chamber, Library, Non-teaching Staff, Auditorium, Girls hostel, Pond and a small field with full of plantation.

The college has adequate infrastructure facilities with experienced and dedicated team of faculties who are committed to mould the vibrant youths to academic excellence. The department of computer science is the asset of the college that prove to be ambassador of uses of technologies in the college. Three storied RCC building in an around 25272 square ft. area is fully used for academic, library and administrative purposes where technologically equipped conference is one of the attractions of buildings. Assam type fully devoted to class rooms and some of the departments is scattered in an area of 10582 sq ft. A mega construction of an areas of 12620 sq ft. of auditorium cum indoor facilities refers to the facilities available for the purpose of games and sports and cultural activities. The construction of outdoor stadium which is under process is going to be a great attraction for the students as well as teachers.

Digitelised library, Internet facilities, skill based subjects like TTM(Travel and Tourism) and Computer Science etc. are providing learning resources here in the college. Full natural beauty with a pond inside the campus creates a natural ambiance of teaching.

Student Support and Progression

Lakhimpur Kendriya Mahavidyalaya is one of the colleges of Assam which defines purposes of this institution. The institution publishes its updated prospectus annually in the month of June – July. It is a document for the new comers to have brief but detailed information of the college. The prospectus appears to be a great support for the students. Majority of students are from the rural background and they are first learner of their family of higher education. In spite of this, they have been upholding the glory in the academic pursuit by showing upgraded marks sheet in the university examinations.

Student support units in the college include Career guidance cell, Grievance Redressal cell, Library Management Committee, Alumni Association, Parents' association, Hostel management committee, Computer management committee, NSS, Lakhimpur Kendriya Mahavidyalaya unit, Anti ragging cell, Elected Students Union Body, As the terminology of the stated associations and committee indicate that all are directly or indirectly.

Normally the college doesn't sanction any scholarship to the students on its own. However, meritorious and poor students are given free admission facility.

Under the provision of state and central Govt.; the institution facilitates scholarship as per govt. norms.

The college celebrates a 'college week'. The college week totally students' oriented programme is purely known as sports week. During the week indoor games, outdoor games, quiz competition, debate competition, story writing competition, essay competition, vaction competition and other many other programmes are organized among the students in the proper guidance of the faculties. Prizes and awards are distributed on the day of closing ceremony among the competitors.

On the day of Fresher's social College Wall Magazine prepared by the students is inaugurated. These are the very brief description of supports provided in the institution to the students

Governance, Leadership and Management

Under the banner of Assam management rules 2013, the college works directly. As per the stated management rules, the Principal works as Secretary of the Governing Body, whereas the President is appointed by the Higher Education Govt. of Assam from the educational section.

Two universities nominee, two teacher representative, one office representative, three guardian members and indeed Vice-Principal are the members of Governing Body. Whereas local MLA works as a special member of that G.B. And one donor member is the member of G.B.

Under the G.B the entire administration works. The G.B, minimum three times for the meeting where all the issues of the college concerned are discussed and resolution taken.

The Principal, everyday authority deals with all the issues of the college and he calls a meeting of G.B if issues are needed to address.

The Principal decentralizing the authoritative power by all the heads executes the everyday matter in academic side. There are the following branches of administration and chain of administration

1. Vice-Principal

2. Co-ordinator of IQAC
3. Guardians committee
4. Heads of the departments
5. Student Union body
6. Librarian and head clerk
7. Different committees and their conveners/co-ordinators.

Vice-Principal: Vice-Principal deals with all academic work in consultancy with the Principal.

Co-ordinator of IQAC: The co-ordinator of IQAC works under the chairmanship of the Principal. It has its own mechanism to monitor and evaluate academic activities pertaining to both teacher and students. The co-ordinator prepares the annual quality assurance report for the implementation of various academic plans with active support of the entire team of IQAC.

Heads of all Departments: All the heads are the member of semester ISMC. Interact with the academic issues and later those issues are placed before the Principal.

Students Union Body: Each student though has the right to place the issues before the Principal, faculties and office staff, they have a platform of student union body through which they can communicate the issues to the concerned.

Institutional Values and Best Practices

The best practices followed at Institution to improve values and qualities are mentioned below

The Institution is very much sensitive in respect of gender equity, the institution has taken the steps-

1. **Safety and security:** The College manages to provide safety and security of the Vice principal has been authorized to deal with the issues of safety of security for the girls. The college has organized the programmes entitled-

1. Disaster Management
2. Road safety
3. Armed forced day
4. Surgical Strike

1. **Counselling:** The College has a counseling cell lead by the Convenor along with principal makes a yearlong agenda of counseling where the issues of gender equity is taken into notice.

2. **Common room:** The Girls' students as well as Boys' students have own separate common room.

Despite the fact there is no concrete management system in respect of solid, liquid and E- waste management system.

The College has adopted a model Village which name is Borimuri Bodo Gaon. College have the practices which includes the following objectives of the best practices-

1. To convey the messages that the responsibility of higher education institution lies in even social accountability other than in campus teaching.
2. To make higher educational knowledge accessible for community development.
3. To make the villagers accountable about the issue of environment.
4. To make aware about community participation for the issues of environment.
5. The underlying objective of the practice is to make the people of adopted village aware about the importance of environment and how it affects our day today life and how we can contribute towards healthy environment.

Another best practice was taken in the adopted village named Borimuri Bodo Gaon where literacy practice has been conducted for the fulfillment of the objectives,

1. To make the people how to learn to sign
2. To convey how the art of signature would make banking work easy.
3. How this art of signature would benefit the villages for cashless transaction.
4. How does the this art of signature distinguish a man from animal.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	LAKHIMPUR KENDRIYA MAHAVIDYALAYA
Address	Lakhimpur Kendriya Mahavidyalaya ,P.O. Charaimoria, North Lakhimpur, Pin- 787032, Dist- Lakhimpur, Assam
City	LAKHIMPUR
State	Assam
Pin	787032
Website	www.lkmahavidyalaya.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Golap Sarma Boruah	091-9435085541	9435085541	03752-242509	lkmnlp@gmail.com
IQAC Coordinator	Suraj Chetry	-9854753490	9854753490	-	surajchetry2015@gmail.com

Status of the Institution	
Institution Status	Constituent

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	31-07-1992

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Assam	Dibrugarh University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	30-08-2000	View Document
12B of UGC	30-08-2000	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Lakhimpur Kendriya Mahavidyalaya ,P.O. Charaimoria, North Lakhimpur, Pin- 787032, Dist- Lakhimpur, Assam	Rural	14.826	4851.11

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Assamese	36	HIGHER SECONDARY PASSED	Assamese	34	34
UG	BA,English	36	HIGHER SECONDARY PASSED	English	30	7
UG	BA,Economics	36	HIGHER SECONDARY PASSED	English,Assamese	30	12
UG	BA,Education	36	HIGHER SECONDARY PASSED	English,Assamese	30	29
UG	BA,History	36	HIGHER SECONDARY PASSED	English,Assamese	30	30
UG	BA,Sociology	36	HIGHER SECONDARY PASSED	English,Assamese	30	29
UG	BA,Political Science	36	HIGHER SECONDARY PASSED	English,Assamese	30	27
UG	BA,Philosophy	36	HIGHER SECONDARY PASSED	English,Assamese	33	33

UG	BA,Anthropology	36	HIGHER SECONDARY PASSED	English,Assamese	48	48
UG	BA,Mathematics	36	HIGHER SECONDARY PASSED	English,Assamese	30	1
UG	BA,Travel And Tourism Management	36	HIGHER SECONDARY PASSED	English,Assamese	72	72
UG	BA,Computer Skill	36	HIGHER SECONDARY PASSED	English,Assamese	183	183

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				20				7			
Recruited	0	0	0	0	13	7	0	20	4	3	0	7
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				10
Recruited	9	1	0	10
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1
Recruited	1	0	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	8	4	0	0	1	0	13
M.Phil.	0	0	0	1	1	0	3	2	0	7
PG	0	0	0	4	2	0	0	1	0	7

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	1	0	1

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	5	4	0	9

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	175	0	0	0	175
	Female	123	0	0	0	123
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	8	5	12	5
	Female	3	6	1	3
	Others	0	0	0	0
ST	Male	44	54	40	61
	Female	31	18	22	23
	Others	0	0	0	0
OBC	Male	90	97	96	105
	Female	69	65	49	53
	Others	0	0	0	0
General	Male	33	27	54	32
	Female	20	17	13	12
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		298	289	287	294

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 12

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	03	03	03	03

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
298	289	287	294	273

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
86	81	80	84	72

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
77	109	90	65	57

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
27	25	25	25	25

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
27	25	25	25	25

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 25

Number of computers

Response: 34

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
53.3	76.6	136.5	65.2	128.6

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Lakhimpur Kendriya Mahavidyalaya is very much concerned about the effective curriculum delivery through a well planned and documented process. In conformity with the academic calendar of the University, the College prepares additional academic calendar which reflects the delivery of academic and non- academic activities of the college.

For effective curriculum delivery each year particularly in the month of July, a joint meeting (teaching and non- teaching) is called where the previous experiences and future planning are mingled for the effective curriculum delivery.

The college has CIC (Curriculum Innovative Committee) which looks after each and every aspect of effective curriculum delivery. Class routine distribution of classes among the faculties, date of seminar, workshop and sessional examinations are discussed in presence of all the Heads of the departments. After that all above stated are provided in hard copies and attached with prospectus. Even the notice board is used to communicate all the planning of effective curriculum delivery.

Besides all these, a healthy teacher- student relationship enables to raise the co-related issues and solve these problems.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

Details of the certificate/Diploma programs

[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/

Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years**Response:** 19.69

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	01

File Description**Document**

Details of participation of teachers in various bodies

[View Document](#)**1.2 Academic Flexibility****1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years****Response:** 0

1.2.1.1 How many new courses are introduced within the last five years

File Description**Document**

Details of the new courses introduced

[View Document](#)**1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented****Response:** 0

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

File Description**Document**

Name of the programs in which CBCS is implemented

[View Document](#)**1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years****Response:** 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

As per format of the University syllabus of any course prepared and provided by the university where there is little scope to integrate cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics in the curriculum.

Nevertheless the institution is very much sensitive towards the issues stated above. At the time of admission in the open hall the students are clearly conveyed about the above related issues. Even in the class room every teacher starts with conveying the social responsibilities of the students. Gender issues are openly discussed in the classroom time to time. The college has the department of environment that conveys the message about the significance of environment by conducting departmental seminar, field works etc. In this regard the initiatives by NSS is very much praise worthy. NSS group of Lakhimpur Kendriya Mahavidyalaya goes to the nearby village to discuss such issues through a well defined programme and where students as well as villagers are involved. Ethical part of the life has also been a great concern of the institution. The principal inspire the faculties even discussing on the ethical and social accountability to the faculties, non- teaching staff and the students. Format of the university agenda and the college academic calendar reflect the professional ethics of the persons associated with the college.

So the human values and professional ethics have been the great concern for each and every person of the college irrespective of curriculum provided by the university.

In conclusion the subjects like sociology, philosophy are sharing in the syllabus directly.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five

years	
File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships	
Response: 36.58	
1.3.3.1 Number of students undertaking field projects or internships	
Response: 109	
File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document

1.4 Feedback System

<p>1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise</p> <p>A. Any 4 of the above</p> <p>B. Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: D. Any 1 of the above</p>	
File Description	Document
Any additional information	View Document

<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p> <p>C. Feedback collected and analysed</p> <p>D. Feedback collected</p>	
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Response: C. Feedback collected and analysed

File Description	Document
Any additional information	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 96.07

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
298	289	287	294	273

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
300	300	300	300	300

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 100

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
86	81	80	84	72

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The admission criteria in the college as per university format refers to the marks obtained by the students in the previous examinations identities to some extent the quality of the students.

After getting admitted the college in general conducts two sessional examinations and the result-sheet of both the examinations distinguishes the students from the advance learners and slow learners. The sessional examination is purely a departmental activity irrespective of university examination.

After detecting the students as slow learners the department takes initiative by conducting remedial classes. Here, it is worth mentioning the initiative of the departments that the departments are very conscious about the slow learners and they are not made public as they are.

Every day class teaching and very friendly relation between the teachers and students inspires the students to reduce the issues by consulting the teacher, guide and friend.

2.2.2 Student - Full time teacher ratio

Response: 11.04

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	View Document

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

Response:

Academic calendar of the university and the academic calendar of the college is the reflective mirror of learning experiences irrespective of classrooms teaching. All the programs conducted in the college leave a positive remark in the mechanism of teaching learning process.

Classroom teaching where lecture methods applied is purely academic participation and there by freedom to the students for discussion all are referring to the involvement of the students and teachers to the classroom.

Observance of Madhavdev Tithi, Shankardev Tithi, Saraswati Puja , Fateha- E-Dawas Daham, Brotherhood Day, Republic Day, Independence Day , AIDS Awareness Day etc.Academic calendar are the examples of experimental learning.

Many such other methods are applied in the mechanism of teaching learning that enhance the teaching experiences of the teachers as well as students.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 18.52

2.3.2.1 Number of teachers using ICT

Response: 05

File Description	Document
List of teachers (using ICT for teaching)	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 298

2.3.3.1 Number of mentors

Response: 1

2.3.4 Innovation and creativity in teaching-learning

Response:

The teachers are defined as a man of “chalk and talks” here in this locality. InformationTechnology revolution and new format of work have inspired the teaching community and creativity in teaching learning process is noticeable and commendable. Use of internet is almost a habit of every teacher of this institution. Connectivity with the students through social media has shorter the distance between the teacher and the students. Supplies of academic material and hard copies are almost the necessary part of the teaching learning process. Even the newly framed syllabus objective type pattern question, seminar presentation, group discussion are innovative zone of teaching learning process , quiz competition and extempore speech are the examples of such innovative teaching method.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 2.4

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	2	1	0	0

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 22.37

2.4.3.1 Total experience of full-time teachers

Response: 604

File Description	Document
Any additional information	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 11.81

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	1	2

File Description	Document
Institutional data in prescribed format	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

In conformity with the evaluation system of the university, Lakhimpur Kendriya Mahavidyalaya has been introducing internal evaluation system. As soon as the students are get admitted in 1st semester(B.A), they have to appear in major entrance test that determines the basic skills for opting major courses. After the major selection test the result of selected candidates is displayed on the notice board.

During the classroom teaching the presentation of internal seminar and workshop is the part and parcel of evaluation system.

Two sessional examinations are honestly conducted for student in each semester. The result determines the skills of students. Slow learners are given special notice and thereby required pills are given to them. Even advance learners are encouraged to participate in campus quiz competition, seminar presentation etc.

On individual effort of the faculty, home assignments are given to the students.

During the college week , students are evaluated through the following areas-

- (i) Major games.
- (ii) Minor games.
- (iii) Debating and Symposium, Quiz competition.
- (iv) Social service competition.
- (v) Music and culture.
- (vi) Fashion show etc.
- (vii) Literary programmes. Etc.
- (viii) March paste.

The college offers a platform for exploring the talents of the students through the above written areas.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety**Response:**

The institution tries its level best to display the transparency in all respects weather it is academic or non academic. As frequently stated at the very beginning of the session particularly in the month of July the Principal calls a joint meeting of Teaching and Non- teaching staff where on the basis of

previous experience and assessment and yearlong agenda in conformity with the academic calendar of University is prepared and there by the concerned persons are conveyed. For the financial part, year wise government audit is conducted and at the same time internal audit is also arranged. These two audited financial area are very profitable for the institution. Any objection in the audit prepares the head of institution to meet the issues of objections. The audited report is played in the Governing body, a body comprises of teacher's representatives, guardian member and university nominees other then the President and the Secretary. In that very financial transparency is maintained. Each and every activity in the institution as per requirement are placed in the meeting of governing body to make the matter transparent.

To monitor the academic activities of each teacher a diary is supplied to all the teachers of the college where the teachers maintained class attendance, time, topic and even co- curriculum activities of a teacher. These diaries are submitted to the authority after the completion of academic year and it is discussed in the joint meeting. This is another way of making the things transparent and self- assessment.

Feedback report of the students is a beautiful way of assessing the individual.

All these are a continuous process in the institution which gives not only transparency but also self-assessment in all areas of the institution. Many such mechanism of internal assessment is done here in the institution for maintaining the transparency are the following ?

1. Academic calendar.
2. Notice board.
3. S.M.S.(mobile)
4. Email.
5. Class routine etc.

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

Response:

The university has a format to deal with the final examination related grievances. The grievances in respect of examination are generally formed in the area of mark sheet correction, wrong entry of marks and wrong entry of subjects. The institution is very active to follow the format of the university in this regard.

On institutional level any issues related to examinations is easily resolved by the office in consultancy of the departments.

File Description	Document
Any additional information	View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

Lakhimpur Kendriya Mahavidyalaya is a purely arts college under Dibrugarh University. The University publishes academic calendar every year. In conformity with the calendar of the concerned University C.I.C (Curriculum Innovative Committee) of this College publishes academic calendar each year which reflects the proposed activities of the College. In making academic calendar CIC never violates the spirit of the University.

Lakhimpur Kendriya Mahavidyalaya always adheres to the academic calendar properly. Activities in the institution are implemented under the light of academic calendar. In respect of continuous internal evaluation, academic calendar is the mirror which reflects the academic work of the college. Academic calendar reflects the dates of Sessional examinations, University examination, Group discussion, Seminar etc. All these are processing zone of continuous internal evaluation system.

With the admission of the students in the college, the students have to appear in the major entrance test for opting major. The performance in major test determines the student's selection in major course.

Two sessional examinations are conducted and marks obtained by the students in sessional examination determine the student's internal mark.

Group discussion, Seminar is one of the format of internal evaluation system which determines the internal assessment marks.

Other than that, debating competition, extempore speech, Quiz competition etc are conducted here in the College. All these are continuous internal evaluation format followed by this institution.

2.6 Student Performance and Learning Outcomes**2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students****Response:**

Generally the results of examination are displayed on the website of the university. The college website displays the University website to search out the result. But during the admission time total criteria and format of admission are displayed in the college website and admission fees is receipt through the format of cashless. But the academic programmes and academic achievements with photographs are displayed on the institution website. All the teachers and the students are conveyed about the college website and all are free to convey any achievements by submitting the documents to the office of the principal and display these achievements on the website.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Despite the fact evaluation is done as per the evaluation system of the University. The mark sheet is the academic testimony of the students. The mark sheet of the students can be recognized as the programmes outcome. At the same time co- curriculum activities are the testimony of specific outcomes. In total POs refers to the final certificate that a student receives after the completion of six semester examination and their result. So far as course outcome is concerned refers to the attainment of each semester i.e. - evolved after the attachment of each semester mark sheet.

In the light of above, Lakhimpur Kendriya Mahavidyalaya maintains a record manually against each of the students and departments are asked to make internal evaluation against the recorded achievements of the students. Department of English and department of Assamese deal with almost all the students of the college their records are maintained by the office.

Making assessment in the performance of the each department the principal calls a joint meeting to discuss on the performances and there by departments are inspired to develop a strategy to enhance better programmes outcomes, programme specific outcomes and course outcomes. Alumni Association of the college maintains a brief record if possible of the employment.

2.6.3 Average pass percentage of Students**Response:** 46.11

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 77

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 167

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey**2.7.1 Online student satisfaction survey regarding teaching learning process****Response:**

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 29

File Description

Document

Any additional information

[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

As earlier stated that since the date of admission, students are conveyed about disciplined life and social accountability. Even in the classroom teaching, the teachers focus on some of the social and

environmental issues irrespective to academic syllabus. There is a branch under the body of students union which is called “social service”. Time to time under the leadership of Students Union and NSS unit and I.Q.A.C the College deals with the issues of ecosystem and society related matter. Here is a graphic table given below that tells about the programme conducted for last five years.

File Description	Document
Any additional information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 16

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	3	3	2	4

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

File Description	Document
Any additional information	View Document

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years**Response:** 0.03**3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	0	0	0

File Description

List of research papers by title, author, department, name and year of publication

Document[View Document](#)**3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years****Response:** 2.6**3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
11	2	13	16	24

File Description

List books and chapters in edited volumes / books published

Document[View Document](#)**3.4 Extension Activities****3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years****Response:**

As stated the mission and objective of this college is "community development". Social, Ethical and Political development etc. have been the hidden syllabus of the college. Behind all the prescribed syllabus of university it has been attempted that the execution of syllabus in practical life are to be executed on the basis of the ideals written above. Teams of this college (Students, Teachers & Staff) are

made to understand that moral values are to be functioning fuel of all activities. In campus and outside campus Teachers and students must behave and follow code of ethics for the betterment and development of the community.

In the light of above, seminars, workshops, awareness programmes and many such functions are organized inside the campus and out in the village. For example a Superstitious issue like “Dainy Hatya” (Witch Killing) has been a deep rooted superstition prevailing in the villages of Assam. The college has arranged a programme for the purpose of creating awareness among the villagers where , teachers, students, office Staff and even the Principal participated in presence of the villagers. Students are involved with an intention to determine the holistic development in the mindset of students.

Many such programmes have been initiated by the college. A few of them during the period from 2013-14 to 2017-18 are written below -

1	2013-14	The IQAC and NSS unit volunteers of LKM jointly organized a programme at Borimuri L.P. School for ten (10) days from 10th August to 19th August, 2013.
2	2014-15	(1) On 5th June Environment day observed by the NSS Unit, LKM by planting trees at Borimuri L.P. School. (2) An awareness programme was held at Bodhakora High School, Badhakora, on Environment, on 27-03-2015 organized by IQAC,LKM. (3) On the occasion of Birth anniversary of Sardar Vallabhbhai Patel a rally (EKT) was organized as Run for Unity by the Lakhimpur District Administration and Participation Committee.
3	2015-16	1. On 5th June, Awareness programme on Environmental day is observed by the NSS unit, LKM by planting trees at Borimuri L.P. School. 2. On 5th August, Road Safety Day observed by NSS unit, LKM. 3. On 6th September, A special training and demonstration programme on Earthquake preparedness was conducted by Lakhimpur district disaster management authority at college.
4	2016-17	1. On 5th August, Road safety Day observed by NSS unit, LKM in association with Borimuri L.P. Mandal. 2. On 12th August, a special drive for cleanliness program by NSS unit.
5	2017-18	1. On 09th April, 2018 A workshop on “Disaster Management” by the team of Fire and Rescue Services, Lakhimpur, at College conducted by NSS unit,LKM. 2. On 5th June, 2018 World Environmental Day observed by Planting Trees in College and arranging Quiz competition.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document

3.4.3 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 last five years

Response: 17

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	4	6	3	1

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 1.38

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	4	3	3

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 23

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	6	3	3	7

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The following adequate facilities for teaching learning are available in Lakhimpur Kendriya Mahavidyalaya.

Academic Activities:

The college has adequate number of class rooms and laboratories as per norms to continue with any academic activity. Further, every department is equipped with their own computing resources as well as departmental library. The college has a central library named Mohan Ch. Roy Library Which is equipped with national and international journals. Digital Library is an additional advantage for the college. The library server is an added advantage for the faculty and students in terms of storage of learning material and accessibility.

Co- curricular Activities:

The college has an auditorium and a seminar cum conference hall to meet the requirements of all departments.

Laboratories :

The department of Education, Anthropology and Computer Education has their own laboratories with required equipments.

Teaching learning centers:

Information technology facilities is the part and parcel of academic work of Lakhimpur Kendriya Mahavidyalaya all official works has been connected with online facilities. The institution has provided computer skills as the skill based subject under the syllabi of Dibrugarh University. The institution has a computer department having 15 number of computers used for academic work for the students it is a compulsory subject for the students of BA 3rd semester.

The college library provides day to day IT (information technology) facilities like internet, Xerox, printout, and the library has digitalized section where students can search out their books, Journals etc. through the web search.

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

Response:

As stated the college has multipurpose Auditorium cum Stadium which offers the students a very good environment to grow out to be a good sports person and gymnast.

This hall is even used for Yoga practice and cultural activities during the college week (Sports week). It proves its utility and the student enjoy their potentiality in that edifice. Despite the fact the demerit of the hall is air pollution, a great concern about which authoritative team is pondering over and attempting to resolved issues.

For cultural programme we have classroom cum small auditorium where on the conclusion day ceremony of cultural programme is organized. But for competition auditorium cum indoor stadium is used.

This indoor stadium is used for games like badminton, table tennis, yoga, weight lifting etc.

The plot “B” of the college has outdoor stadium which is under construction where all the outdoor games are organized. Football, Cricket, Volley ball, Athletes, High jump, long jump, etc. has been regularly played there.

In total this institution can claim to have adequate facilities for games and sports and cultural activity where students can have garnish their sports talents.

Moreover, the college has MOU relation with the Yoga centre of Vivekananda Kendra, Kanyakumari of Kanyakumari District. The experts of yoga centre organizes meditational and yoga Programmes. In this regard the following activities are initiated by the College as per given below-

2013-14	On 12th September 2013, ‘150th Year of Birth anniversary of Swami Vivekananda’ is celebrated in collaboration with the Vivekananda Kendra, Kanyakumari, Lakhimpur in the college.	is o
2014-15	A talk on Swami Vivekananda on the occasion of ‘Brotherhood Day’ was organized where Dr. Khandatray, Associate Professor of Lakhimpur Girls’ College, was the appointed speaker.	where
2017-18	On 21st June, ‘3rd International Yoga Day’ Celebrated in association with Vivekananda Kendra, Lakhimpur College Premises. On 11th September, 2017, – World Brotherhood day is celebrated where Dr. Mukunda Rajbongshi, Principal, Lakhimpur Girls’ College and Mr.Minaram Hazarika were the appointed speaker.	Lal

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc	
Response: 12	
4.1.3.1 Number of classrooms and seminar halls with ICT facilities	
Response: 3	
File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.				
Response: 25.19				
4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)				
2017-18	2016-17	2015-16	2014-15	2013-14
9	34	12.50	21	30
File Description		Document		
Details of budget allocation, excluding salary during the last five years		View Document		

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)
Response:
<p>Mohan Chandra Roy Library, Lakhimpur Kendriya Mahavidyalaya services was partly automated in the year 2009 with ILMS automation software, SOUL 2.0 .It is an excellent library for the benefit of students, faculties and researchers. It is one of the best established libraries according to National Standards. Since 2018 it has been made fully automated. It has a large collection of books covering various areas of Social Science and Humanities and its related fields. It is located in the first floor measuring around 8000 sq ft area. The library building is very clean and well protected with fire alarms and CCTV</p>

security systems. Equipped with reading halls for student and a reading room for teachers, it has reference collection of Books 812 copies, 10 journals, 3828 e-journals under N-LIST programme.

The most importantly the library facilitates OPAC(online public access catalogue) which offers search facilities to the readers or the students. To control the library management under SOUL, the data of issue and return period and the reserved period is easily accessible here in the library.

Data required for last five years:-

Year	Name of ILMS software	Nature automation(fully or partially)	Version	Year of automa
2013-14	Soul	Partially	2.0	2009
2014-15	Soul	Partially	2.0	2009
2015-16	Soul	Partially	2.0	2009
2016-17	Soul	Partially	2.0012	2009
2017-18	Soul	Partially	2.0012	2009

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Mohan Chandra Roy library, Lakhimpur Kendriya Mahavidyalaya has the following rare Books -

Sl. No.	Name of the Book	Author
1	Matriculation translation and composition	Mr.Chandra Nath Sarma
2	Assamese Literature	Mr. Birinchi Kumar Baruah
3	Sahitya Sarup aru Adarsha	Mr. Bapchandra Mahanta
4	Parash Moni	Mrs. Nalinibala Devi
5	Dasa- Van(Bengali)	Mr Manuj Bashu
6	Asomiya Ramayan Sahitya(Assamese)	Mr.Upendra Chandra Lakharu
7	Abhinaba Kahani Samagra	Dr. Satya Narayan Tripati
8	Puna-Pukt Banam Gandhi	Mr. Sanskarnand Shastri
9	Rabon badh Mahakabya	Mr. Ashoknath Shastri
10	Kabya Aru Abhibanjyana	Dr. Benincy Kumar Baruah

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership

4.e-books**5.Databases****A. Any 4 of the above****B. Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above****Response:** A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)**Response:** 0.76

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
.16	2.21	.40	.88	.17

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library**Response:** Yes**4.2.6 Percentage per day usage of library by teachers and students****Response:** 0.62

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 2

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Information Technology facilities are the part & parcel of academic work of Lakhimpur

Kendriya Mahavidyalaya. Almost all official works has been connected with online facilities. The institution has provided computer skills as the skill based subject under the syllabi of Dibrugarh University. The institution has a computer department having sixteen(16) numbers of computers used for academic work for the students. It is a compulsory subject for the students of B.A. 3rd semester.

The college library provides day to day IT (Information technology) facilities like internet, Xerox, printout,scanner and the library has digitalised section where student can search out their books, journals etc. through the web search.

It is unfortunate that the college is situated in the rural site where internet network is indeed a major concern.

As per future proposed facilities in IT are the followings?

1. Wi-Fi facilities
2. Setting of server system
3. Projector in computer lab,(Installing)
4. Facilities of LED monitors in digitalized computer lab with digital scanner.

4.3.2 Student - Computer ratio

Response: 8.76

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: <5 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)**Response:** Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 100

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
53.3	76.6	136.5	65.2	128.6

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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.**Response:**

Lakhimpur Kendriya Mahavidyalaya has dedicated teams and committees and administrative office that look after the physical infrastructure like class rooms, administrative buildings, laboratories, sports complex and other physical assets including the services like water supply and electric supply. College is headed by the Principal who leads from the front -

LKM has three storey RCC construction used as follows –

Ground Floor: - Six depts. of English, Economics, Sociology, History and Pol sc. are situated in the ground floor with classroom facilities of major students of respective departments. Two rooms are developed for the multiclass of different depts. In the extreme east of the ground floor there is room of

welfare and recreation hall/room facilitated with two separate wash rooms (male & female). A part of this area is used for examination zone. Base area of the ground floor is 8424 sq ft. In the west of the floor the office of the distance education, under Dibrugarh University is situated.

1st Floor: - 1st floor is occupied by administrative block and Mohan Chandra Roy Library. Administrative block is well furnished with air condition and heater facilities cover the principal chamber and office of the principal. Even the chamber of Vice-Principal is on the 1st floor where internal /University examinations works are conducted. In the extreme west of the construction there is well furnished and well equipped Mohan Chandra Roy Library measuring an area of 8000 sq ft. The library is well facilitated with reading hall and digitalized section of the library. The open facing chamber of the librarian and students counter are the additional assets of the library.

2nd Floor: - The 2nd floor where the department of computer is in the east part where as west part is occupied by one smart class room and general class room.

The computer department has a structure of 648 sq ft. used for class room teaching as well as the department the class room is well furnished having 16 computers used for teaching learning process.

IQAC has a permanent room sharing with NAAC internal. IGSC and TTM are sharing with the department of Anthropology which is situated middle of this floor. The department of Anthropology and Education both are having laboratories on the same floor.

Assam Types of Construction: - A huge area measuring around 10905 sq ft. is occupied by Assam type construction where class room for teaching are executed. The construction has been used for two departments named Mathematics and Philosophy dept. and six numbers of rooms for classes, Girls' common room, Student Union room along with Students common room. Room No-05 and 06 as per demand of the occasion are used for auditorium which has a permanent stage.

Indoor Stadium Cum Auditorium: - There is a mega construction measuring an area of 12620 sq ft. of auditorium cum indoor games and facilities, where indoor games and sports are played regularly and to meet the huge gathering it is used for the purpose of auditorium. This construction has changing room facilities counter room and well furnished bathroom (under the scheme of UGC).

Canteen Facility: - The college has a small Assam type canteen where minimum facilities of refreshment are served.

Drinking Water Facility: - Since the quantity of water in the campus is not up to the drinking level. That is why the college has constructed a water tank with modern filtration facilities which meet the needs of the pure purpose full hygienic water. It covers 361 sq ft. area.

Cycle Stand:- A temporary construction of cycle stand for the use of students have been facilitated near by the canteen and drinking water tank. It covers an area of 1210 sq ft.

Garage and Godown:- There is temporary construction of an area measuring used for Principals vehicle, Generator and others. It covers 1500 sq ft.

Altar for Martyr (Sahid Bedi):- Here is a construction of Sahid Bedi covering an area of around 200 sq ft.

Prasanti:- In the midst of the pond there is a local shade construction reflecting cultural values of Assamese society covering an area of 400 sq ft. where the students pass their leisure period.

Girls' Hostel: - There is a two storied girls' hostel of which ground floor is used for the purpose of student lodging and it has a well furnished kitchen cum dining hall which is sometimes used for hostel related occasion like freshers meet of the boarders, allumni meet etc.. It covers a base area of 7566 sq ft.

1st floor of this construction is used for temporary guest house and activities related to collective work of the college such as staying in the night and time to time lunch facilities for the college employee.

The plot 'B' is fully developed to outdoor games and sports where stadium is under construction. Plot 'B' is used for games like Football, Cricket, Volleyball, Athletics etc.

Academic support: Each faculty of the college works for academic and physical development of students, teachers and community. Each dept. has computer desktop where the faculty members of the departments use for academic purpose where as computer department provides direct learning on computer science. Computer skill is a skill based subject in the college under Dibrugarh University.

Library which opens at 10.00 am continuously to help all the concern till 5.00 pm. The college equally focuses on both on academic learning as well as physical learning such as games and sports. Auditorium offers the confidence and chance to kill fear of psychosis of delivering a lecture but also it gives a chance to perform their art.

Laboratories of the college offer a proper environment for gathering practical knowledge through the department of Education and Anthropology.

In totality it can be said the College is offering a well mechanized and well regulated all kinds of facilities available in the college.

Distance mode of education under Dibrugarh University and TTM (Travel and Tourism) are of the skill based subjects have been the added advantage for the students of this community.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 28.5

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	118	185	105

File Description

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Document

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0.7

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	4	4	2

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0.77

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	3	0	4

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 2.96

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	3	0	4

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 11.69

5.2.2.1 Number of outgoing students progressing to higher education

Response: 9

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 29.24

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	2	4	4	7

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
19	14	12	11	17

File Description

Number of students qualifying in state/ national/ international level examinations during the last five years

Document

[View Document](#)

5.3 Student Participation and Activities

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

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Since the inception of the institution as per academic system under Dibrugarh University the college has elected student union body. The compositions of activities done by the Student Union Body are executed through various sections such as literary, music and culture, debating, games and sports (outdoor and indoor) and class representatives. As per the direction of honourable Supreme Court now is formed the Student Union, which is known as LKMSU, Above stated sections of activities are allotted a budget and on the basis of that budget students prepare year long agenda of activities. Here is a brief description of activities executed by the union body -

The students have been given due representation in various Academic and Administrative bodies of the college.

The various Academic and Administrative bodies which have student representation on them are as follows?

- Editorial board of college magazine
- IQAC representative.
- Hostel management Committee.
- Anti ragging committee.

SPORTS		CULTURAL	LITERARY&DEBATING	OTHERS
Indoor	Outdoor	Modern song	Story writing	Flower decoration
		One act play	Poem writing	Mehandi competition
		Folk song	Essay writing	Go as you like
		Classical dance	Recitation	Freshmen social
		Modern dance	Quiz	College week
		Traditional dress competition	Debate	Saraswati puja

Chess(boys)	Cricket	Fashion show	Extempore	Fateha-e-dwaz
Chess(girls)	Football	Bride competition	speech	World brotherhood day
Table tennis	Volleyball			Teachers day
Carom	Race			Tithi of shri shri shankar
Badminton	Marathon			‘‘Matrivhasa divas’’
Ludo (boys)	High jump			
Ludo(girls)	Long jump			
	Javelin			
	Discus throw			
	Shot put			
	Musical chair			

These are the brief description of the activities of the students union LKMSU?

Participation In Inter College youth festival, observance of Independence day and Republic day, educational tour, NSS camp, world environment day.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 30.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
32	31	31	30	30

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Alumni Association of Lakhimpur Kendriya Mahavidyalaya is one of the important association. Each department of the college has separate alumni cells that are affiliated to college Alumni Association. Departmental activities such as awareness programs towards preventing superstition have been the agenda of the departmental activity. Innovative steps by the alumni are also activities of departmental Alumni cells. Finally, all the departmental activities of the alumni are tabled on the Alumni Association of the college. Notable activities of the alumni have been brilliantly worked with the mission and the objectives of the college alumni association has separate bank account where operational rights have been given to the Secretary of the Association and the Principal, LKM of the Alumni Association. Through the account donations from the alumni students are received and as per demand of the institution and availability of the fund.

Some innovative projects are taken by the Alumni Association,

Here is a brief description of work initiatives taken by the Alumni Association:-

1. Remedial classes are provided by the qualified ex-students.
2. "Swachh Bharat" programme has been conducted regularly in college campus.
3. Blood group checking camp was conducted by alumni in the college.
4. Alumni students crossed the boundary of the college and reach to the society for making the people aware about superstition, environment and disease etc.

There is also a plan to make a construction of alumni hall that will be used for alumni meet, preparation for competitive examination and for many other academic developments.

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 17

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	04	01	01	01

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The college was established in 1992 with a strong demand of unadmitted students of the existing colleges with a vision to reach the need for higher education and community development. To tap the intellectual potentiality of youth of Assam particularly Lakhimpur district with a mission “Miles to go before we sleep”. In conformity with the mission and vision behind the establishment of the college, all the section of the society getting involved to uphold the national policies on higher education which is to mould and prepare young minds to meet contemporary challenges with special favor on unprivileged students. The principles like inclusiveness, integrity, innovation, creativity and quality help to create a good citizen of India.

Nevertheless , the mission has been pinpointed –

1. To enrich and inspire the young generation through quality education.
2. To achieve the goal of producing good citizen of Indian through quality education.
3. To develop a sense of accountability among the young generation.
4. To introduce innovative ideas to make the teaching learning process.
5. To highlight the curricular activities as the integral part of education.
6. To develop and sensitized towards social concern like gender and environmental issues.

Mission – Lakhimpur Kendriya Mahavidyalaya has always pursued the mission of excellent education toward best skill development and also all-round development of personality of the student as whole.

To achieve the above missions the college has a vision of generating congenial atmosphere for excellent education and best practices of skill development of the students in particular and society as a whole.

6.1.2 The institution practices decentralization and participative management

Response:

Under the guidance of Assam Management rules 2013, the college executes all administrative works directly. As stated in Management rules, the Principal works as Secretary of the Governing body where the President of Governing Body is appointed by the Govt. from the educational prominence.

The Composition of Governing Body as follows-

1. President
2. Secretary
3. Two University nominees,
4. Two Teacher representative,
5. One Office representative,
6. Three Guardian members,
7. Vice-Principal as the Ex-officio member,
8. Librarian (As per the direction of the Higher Education department the librarian of the college is included as the permanent member of Governing Body)
9. Local MLA ,a special member of Governing Body,
10. Donor member.

Under the guidance of the Governing Body, the entire administrative works functions properly.. The Governing Body minimum two times sits for the meeting where all the issues of the college concerned are discusses and thereby resolution taken.

The Principal, decentralizing the authoritative power by all the Heads of the departments, executes the everyday matter in academic side. There are the following branches of administration and chain of administration –

1. Vice principal.
2. Co-ordinator of IQAC.
3. Guardians Committee.
4. Librarian and Head Assistant.
5. Different Committees and their concerns Co-ordinators/Convenors.

1. Vice-Principal:-The Vice-Principal deals with all academic work in consultancy with the Principal. Under the vice Principal ship, co-curriculum innovative committee(CIC) prepares the class routine and the Redressal cell also works under the chairmanship of the Vice- principal.
2. Co-ordinator of IQAC:- The Co-ordinator of IQAC works under the chairmanship of the Principal. It has its own mechanism to monitor & evaluate academic activities pertaining to both teachers and students. The Co-ordinator prepares the Annual Quality Assurance Report(AQAR) for the implementation of various academic plans. With active support of the entire team of IQAC, Academic Calendar in conformity with the Academic calendar of concerned university is prepared in consultancy with curriculum innovative committee. By distributing feedback form among the students, IQAC gathers information from the students about all the activities of the college.
3. Guardian committee:- Guardian Committee of the college is active and the authority ensures the interactions with the guardian committee. At the time of fresher's social and all its stakeholders which comprise students, parents and the local community are addressed by the Principal who lays emphasis on transparency of work.
4. Heads of the Dept.:- All the Heads are the members of ISMC(Internal Semester Monitoring Committee) where all academic issues are interacted and later those issues are placed before the Principal.
5. Student Union Body:- Each student though has the right to place the issue before the Principal , faculties & office staff though the students have a platform named **Student Union body** through which they can communicate the issues to the concerned.
6. Librarian and Head Assistant:- Librarian plays a very vital role in the academic management presenting requirements of books and other things whereas head clerk deals with internal official matters and behaves as an extension cord between the Principal and the office.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

With a vision to develop the community by producing good citizenship towards higher education, the college inspires to mould and prepare the young mind to meet contemporary challenges with special focus on the unprivileged students.

Moreover the college developed, deployed and reviewed views in the following ways :?

1. Discussions regarding the important issues in the Governing body
2. Improvement of teaching and non teaching staff in different activities.
3. Monitoring the entire process by the I.Q.A.C.

The college has a perspective plan for development that college identities as proposed in the agenda of the college for future which are following –

1. To convert the three department into a full fledged department as per govt. Management rules, Assam under the system of Govt. of Assam which are presently running under the institutional management Depts. are –

Dept. of Anthropology.

Dept. of computer education.

Dept. of Travel and Tourism.

2. Trying its level best to increase the number of hands in different departments on permanent basis.

3. To open the dept. of Hindi.

4. Classrooms to be converted into Digital Classrooms.

5. To encourage the students to get involved more & more in computer knowledge.

6. Plot B of the college is being developed with boys hostel & multipurpose field.

7. Office work to be screened everyday through display system of computer outside the office/counters.

8. Office to be equipped with more & more IT oriented process of work.

9. PRASANTI which is the most of the pond to be developed.

10. Plantation to be done more & more inside the campus to create environmental equilibrium.

With a vision to develop the community by producing good citizenship towards higher education, the college inspires to mould and prepared the young mind to meet contemporary challenge with especial focus on the unprivileged students.

Moreover the college developed, deployed and reviewed in the following ways :?

1. Discussions regarding the important issues in the Governing body
2. Improvement of teaching and non teaching staff in different activities.
3. Monitoring the entire process by the I.Q.A.C.

The college has a perspective plan for development that college identities as proposed agenda of the college for future which are following –

1. To convert the three depts. into full fledged dept. under the system of Govt. of Assam which are presently running under the institutional management Depts. are –

Dept. of Anthropology.

Dept. of computer education.

Dept. of Travel and Tourism.

2. Trying its level best to increase the number of hands in different departments on permanent basis.
3. To open the dept. of Hindi.
4. Classrooms to be converted into Digital Classrooms.
5. To encourage the students to get involved more & more in computer knowledge.
6. Plot B of the college is developing with boy's hostel & multipurpose field.
7. Office work to be screamed everyday through display system of computer outside the office/counters.
8. Office to be equipped with more & more IT oriented process of work.
9. PRASANTI which is the mist of pond to be developed.
10. plantation to be done more & more inside the campus to create environmental equilibrium.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Organizational structure of the Governing body: - Under the banner of Assam management rules 2013, the college works directly. As per, the said rules the principal works as secretary of the Governing body where the president of Governing body is appointed by the Higher Education Dept., Govt. of Assam.

Moreover two university nominated members, two teachers representative, one office representative three guardian members and vice principal of the college as the members of the governing body.

Under of the governing body, The entire administration works, The governing body meet minimum three times in a year to discuss all the issues of the college and resolutions are taken. Apart from these resolutions following branches are running for smooth functioning of the institution.

1. Vice Principal,LKM ? Deals With Academic Issues
2. Co-ordinator of IQAC,LKM
3. Guardian of Committee,LKM
4. Heads of all the departments,LKM
5. Students Union Body,LKM
6. Librarian and Head Assistant,LKM.
7. Official staff,LKM.

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

- A. All 5 of the above**
- B. Any 4 of the above**
- C. Any 3 of the above**
- D. Any 2 of the above**

Response: B. Any 4 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Name of the committee
Governing Body
College Construction Committee
The Academic Council
Curriculum Innovative Committee
Internal Semester Monitoring Committee
Grievance Redressal Cell
Admission Committee

Examination Centre Committee
Information and Career Guidance Cell
Canteen Management Committee
Teachers' Unit, ACTA
Students' Unit, LKM
Staff Welfare (Fund) Committee
Library Advisory and Purchasing Committee
NAAC Co-ordination Executive Committee
Examination Committee
Alumni Association
Purchase Committee

1. Staff Welfare Fund for meeting the financial crisis of Teaching and Non-teaching Staff.
2. Free Health Check-up Camp. Each year the college arranges free health check-up camp for examining the health of an individual.
3. Women care room for women under the U.G.C plan period.
4. First aid facility is available.

The authority is very much concerned for the professional development of teaching & non-teaching staff of the college. The need of updating is well felt by the authority. Accordingly persons working in college are deputed for academic administrative work.

Even in the existing campus, some innovations are done to facilitate the teaching and non-teaching staff for such development.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 11.88

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

2017-18	2016-17	2015-16	2014-15	2013-14
2	5	4	3	1

File Description

Document

Details of teachers provided with financial support to attend conferences, workshops etc. during the last five years

[View Document](#)

6.3.3 Average number of professional development / administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 1.6

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	1	1	1

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 11.59

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	1	1	2	4

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The authority of Lakhimpur Kendriya Mahavidyalaya is very much concerned about the performance of the teaching staff being observed by IQAC,LKM through the quality assessing system as per the U.G.C guidelines. The feedback of the students on the faculties directly goes to all the heads of the departments. And finally on the basis of it, the Principal of this institution prepares an annual report of faculty members and gives suggestion to develop their performance.

Moreover, an up to date record of the departmental faculties of each and every department as well as the progress of the students are well maintained by each departments. Even the heads of each department keep an implementing register with them to check out the presence and absence of the students and the reasons are also cited if the classes aren't taken. A well record of the performance of the teachers as these evaluates the progress of the departmental activities.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college has developed a mechanism to monitor effective and efficient use of available financial resources-

To regulate the proper mechanism following steps are applied

1. A Budget is prepared for the whole year with explanatory references of proposed area.
2. Fees structure of the Students is included in the Budget.
3. Fees are accepted both by hand cash and cheque by the college administration.
4. All the payments preferably made by cheque or demand draft by D.D.O.
5. In case of heavy purchase, quotations are invited from the established registered Firm.

After receiving the quotation purchase committee decides and finalizes the quotation.

6. Small purchases are done through the demand slip.
7. Governing body approved construction committee is constituted as per Govt. Rules that looks after the construction work.
8. Planning board is constituted as per U.G.C norms to finalize the area of work.

All the accounts are audited by both Internal auditors and Govt. Audit.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Institutional strategy for resource mobilizations: ? The entire financial matters are supervised by the Governing Body of the college. Besides all sorts of accounts of expenditure are audited by the Government and local Auditors.

The College has developed a mechanism to monitor effective and efficient use of available financial resources.

To regulate the proper mechanism following format is applied –

1. A budget is prepared for the whole year with explanatory references of proposed expenditure details and income resource.
2. Fees structure is included in the Budget.
3. Fees are accepted both hand cash, Cheque and even online by the college administration.
4. All the payments preferably made by the cheque or demand draft by DDO.
5. In cash of heavy purchase, quotations are invited from the established Firm. After receiving the quotations, purchase committee decides final consent of the Governing Body.
6. Small purchases are done by the demand slip.
7. Governing Body, s approval of construction committee is constituted as per Govt. rules that look after the construction work.
8. Planning Board is constituted as per UGC guidelines.

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

Response:

The Internal Quality Assurance Cell (IQAC) plays an important and vital role in development of teaching learning process. The activities of IQAC are the following –

1. IQAC is very much concerned with the preparation of Academic Calendar and it guarantees the supply of blue print of academic calander to all teachers and students.
2. In association with IQAC many programmes , such as awareness programmes on health, superstition are arranged inside the campus and outside the campus.

3. Departmental activities are also supplied to IQAC in blueprint.
4. IQAC advises the authority to supply all modern teaching aides and equipments to each departments.
5. Departments are requested to use more and more modern technology.
6. Seminars, Workshops irrespective of syllabus based Seminar, IQAC arranges seminar on current topic.
7. Departmental heads are encouraged to arranged more and more test to accelerate the activities of the students.

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

Response:

The institution is bound to follow the University guidelines strictly in teaching learning process. Two sessional examinations and University examinations are the testimony of the student's performance. After the publication of the University results the Head of the institution calls a meeting to access and review result sheet where views and ideas are shared. After sharing the views and ideas the process of teaching learning is evaluated and thereby a finding that indicates the weakness of the result is contemplated. Imparting of knowledge is executed through the 12 (Twelve) departments. The college is purely an arts college where around thousands of students have got admitted. All kinds of weakness are attempted to detect and thereby solutions are discovered.

All these take place in presence of IQAC, Co-ordinator.

In brief it can be said that the institution reviews its teaching learning process, structures and method lies of operation and learning outcomes quarterly in a year. As per set up of IQAC, feedback form is distributed among the students which are a great source of collecting data in respect of teaching, learning structures and methodology. The resemblance between the format of IQAC and ISMC refers to the collective work of both which paves the path of evaluation and assessment of all the concern of the college. The processing ways to review are the following-

- (i) Performance in sessional examinations of the students.
- (ii) Performance in University examination.
- (iii) Findings of feedback report.
- (iv) Finding analysis and thereby therapy.

Outcomes of the above stated operations with the full involvement of IQAC have carried a positive act in teaching learning process.

The two remarkable examples of institutional reviews and implementation of teaching learning reforms facilitated by IQAC are-

- (a) The full involvement of ISMC
(b) Examination conducting pattern.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 4.2

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	3	3	4	2

File Description

Document

Number of quality initiatives by IQAC per year for promoting quality culture

[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description

Document

Details of Quality assurance initiatives of the institution

[View Document](#)

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)

Response:

Internal improvements made during the last five years are listed below-

(a) Construction:

1. Construction of Indoor cum Auditorium under UGC scheme, 2013.
2. Construction of outdoor stadium under UGC scheme.
3. Construction and renovation of Digital Library under the scheme of Govt. of Assam.
4. Construction of new administrative Building under the scheme of Govt. of Assam under process.
5. Construction of class room under the Planning department, Govt. of Assam.

(b) Examination:

1. Affiliating University answer script Evaluation Zone, 2014 onwards.
2. Affiliating University answer script evaluation Micro Zone's of Examination of the University.

(c) Administrative and Academic:

- (a) Cashless format followed in the office.
- (b) Online Admission system has been generated.
- (c) Prospectus Publication continued.
- (d) UGC sponsored National Seminar based books entitled ISBN 978-93-8168940-0.
- (e) The thesis work of three faculties has been awarded.
- (f) Dr. Jahnabi Lahkar Boruah is the approved Member of Board of studies under Dibrugarh University.
- (g) National and International participating in Seminar, Workshop by the Principal and faculties.
- (e) Faculties of different departments of this College participated in Orientation Programme, Refresher Course in time to time.
- (f) Four faculties have been enrolled for thesis writing for the award of PhD degree.
- (g) PhD Guide ship availed by some of the teachers having PhD Scholars.

(h) Dr Bimal Chandra Gogoi, the faculty of Philosophy, LKM has been appointed as the Principal of Sonari College, Assam.

(i) Dr. Bimal Ch.Gogoi, Associate Professor of this college had been awarded “BHARAT SIKSHA RATAN” by Global Society for Health and Educational Growth, New Delhi, in 2013.

Mr.Pradip Dutta, Librarian of this college had been awarded “BABU JAGJIBAN RAM RAHSTRIYA SANMAN PADAK” in 2013 and Dr. Ambedkar fellowship National Award in 2014.

(j) College sponsored programme participated by the faculties and librarian (A list enclosed here with)-

Year	Name of Teacher/Principal/Librarian/Office staff	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided
2017-18	Mr. Trinayan Dutta, Asst. Prof.	Orientation Course for Programme Office, NSS on 22nd jan. To 17th jan, at Guwahati	Indian Institute of Entrepreneurship
	Dr.Golap Sarma Boruah, Principal	23rd National conference ,8th to 10th Sept. 2017	Indian Colleges Forum, New Delhi and R.G. Kedia College Hyderabad.
	Dr.Golap Sarma Boruah, Principal	Three Day National Workshop on Leadership Development for Principals of Colleges, New Delhi. From 28th to 30th Dec. 2017	Centre for Higher Education studies and training.
2016-17	Dr. Jahnabee Lahkar Boruah, Asso. Prof.	On Implementation of CBCS under Dibrugarh University Colleges.	Dibrugarh University

	Mr. Suraj Chetry, Asst. Prof.	Seminar on IQAC & NAAC on 8th sept.2017.	Donbosco college, Tura, Mrghalaya	
	Mr. Trinayan Dutta, Asst. Prof.	Orientation Programme for NSS Programme officer on 18th & 19th May, 2017.	Dibrugarh University.	
	Mr. Pradip Dutta, Librarian	64th National Convention on Knowledge, Library & Information Networking from 26th oct. to 28th oct.2016 at Tezpur University	NECLIN University.	16, Tezpur
	Principal cum Office staff	Online training programme regards PFMS (budget) College, NLP	Madhabdevur, Lakhimpur.	Madhabdev College, Narayanp
2015-16	Dr. Golap Sarma Boruah, Principal	22nd National Conference of Indian Colleges Forum, Higher Education for Bridging the gap between Rural and Urban India.	Jay Narayan Vyas University Jodhpur.	
	Dr. Golap Sarma Boruah, Principal	19th National Convention on knowledge Library and Information Networking.	DELNET & University, Tezpur, Assam.	Tezpur
	Dr. Golap Sarma Boruah, Principal	Workshop on Implementation of Choice Based Credit System (CBCS) at the Under Graduate (UG) level in Colleges under Dibrugarh University.	Dibrugarh University in collaboration with IQAC, LTK College, N.L	
	Dr. Sibraj Chetry, Asso. Prof.	1st National Teachers Congress on 23rd sept. to 25th sept.2016 at Pune, Maharashtra	National Teachers Congress.	

	Mr. Suraj Chetry, Asst. Prof.			
	Dr Biswajit Ch.Biswas, Asso. Prof.	Co-ordinators Meet on 30th june,2016	Director of Education, University	Distance Dibrugarh
	Dr.Golap Sarma Boruah, Principal	Seminer on Higher Education in North East with reference to Rashtriya Uchatar Siksha Abhiyan (RUSA) on the occasion of North East College Principals Conclave,2014.	Techno City, USTM on 23rd July, 2014.	
2014-15	Dr.Golap Sarma Boruah, Principal	Finance & Accounts for College Principals from 08th jan. to 10th jan 2015.	Xavier Institute of Management and Information Technology.	
	Dr.Golap Sarma Boruah, Principal	Colleges forum on ‘‘Challenges of Development of Higher Education through Public and Private Initiatives.’’	ICF in collaboration Assam College Principals Council & Assam Kaziranga University, Jorhat, Assam.	With
	Mr. Suraj Chetry, Asst. Prof.	Guwahati Literary Festival-2014	Publication Board Guwahati, Assam.	Assam
	Mr. Pradip Dutta (Librarian)			
	Dr.Golap Sarma Boruah, Principal	Two days Principal meet on Role of Leadership, IQAC, RUSA, Semester, Credit & Grading system in Higher Education of NE India, from 29th & 30th june, 2014.	Gauhati University, ASC	
2013-14	Mr. Suraj Chetry, Asst. Prof.	Semesterization & Choice Based Credit System (CBCS) in Higher Learning Institution: In quest of Quality Education on 7th & 8th feb, 2014.	Dibrugarh University.	

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 18

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	4	3	3	3

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

Response:

Lakhimpur kendriya Mahavidyalaya has been very much sensitive towards the gender equity. The College has regularly been conducting programmes which reflect the initiatives of the College regarding gender equity. Such programmes are the following-

1. Safety and Security:- The programmes are conducted on the topic of safety and security. Any issue of girls in respect of safety and security is dealt with by the Vice-Principal who is herself a woman and who deals the issue with feminist ideals.

- a. Disaster Management.
- b. Road Safety.
- c. Armed Forced day.

d. Surgical strike

2.Counselling :- The college has a counselling cell lead by Mrs. N.N Ayengia under the chairmanship of principal makes a yearlong agenda of counselling where the issue of gender equity is taken into notice. Programme on Swami Vivekananda is a holistic approach to deal with the issues of gender equity. To motivate the students towards the issue of gender equity,programmes of meditational art and yoga training are regularly conducted. Specialists of career building are invited to activate the students how they could fulfil their desired career.

3.Common Room:- The Girls' students as well as boys students have their separate common room. The Girls' common room has all the basic facilities that required for the girls such as mirror, water filter, curtain, bench desk etc.

Quite similarly boys have the same facilities stated above.

Even for the women teachers' recreation cum first aid room is available in the college. Where comfortable bed and other allied furniture are available.

One thing is very much clear here in the College all the government policies regarding gender equity are strictly followed.

The most important facilities for the girls' students is the girls hostel which offers all academic and homely atmosphere to the girl students.

In total Assam is an open minded state where issue of gender equity is not a major concern because females are enjoying equal right and in socital support in this regard is appreciating one.It is interesting to refer that the number of students from female section is not at all less than the male.This reflects the mind set of guardians who provide equal oppurtunities to both male and female children.

7.1.3 Alternate Energy initiatives such as:**1.Percentage of annual power requirement of the Institution met by the renewable energy sources**

Response: 48.09

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 32.7

7.1.3.2 Total annual power requirement (in KWH)

Response: 68

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs**Response:** 33**7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)****Response:** 1.32**7.1.4.2 Annual lighting power requirement (in KWH)****Response:** 4**File Description****Document**

Details of lighting power requirements met through LED bulbs

[View Document](#)**7.1.5 Waste Management steps including:**

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Despite the fact there is no concrete management system in respect of solid, liquid and E-waste management system. Nevertheless primary work has been done by signing MOU with municipality in respect of solid waste management system. Awareness among the students about solid management system as it is the part of the syllabi of the environmental science under Dibrugarh University has been focused in practice in the college campus and students are asked to use the dustbin so that the solid waste can be used by the municipality for creating manure.

In respect of liquid waste management all outlets of water is attached with pond of the college (Fishery) where fish farming is a source of income of college. In spite of the fact perhaps no colleges of Assam faces water scarcity, this college creates awareness about the importance of water level by conducting camps under the NSS group, Teachers' unit other than the regular class teaching of environmental science.

Internet connectivity is still poor due to the poor network of the companies. No work has been in E-waste management.

In conclusion, the management in respect of solid management, liquid management and E-waste management are in the process of awareness system management.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Assam is such a state of India that struggles every year from flood in rainy season. Rain harvesting has not been ever an issue for the area as the college is located in a rainfall sensitive area and ground water level is very high. However, the college have a well mechanized format for rain water harvesting; it guides rain water towards fishery pond for fish rearing purpose in the college premises. This pond has a unique beauty and the shades named 'Prasanti' in the middle of the pond that reflects the cultural values of the Assamese society, which is used in leisure periods by the students. The rain water is used for gardening purpose when it is felt necessary. The pond measures about 25000 square feet.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

As per inspiration extended by the Govt. Of Assam this college uses the traditional dress on every Saturday like Dhuti Kurtaa for male or pyjama kurta and Saree or Mekhela chadar for female. In conformity with the dress most of the faculties and college staff are inspire to use multibeneficial vehicle like Bicycle and E-rickshaw.

Even all the crew of the college is activated to use the public transport in place of own motor vehicle so that environment as well as pocket money could be saved. The teacher of this college has set an example on various occasions that fuel consumption should be avoided if possible for the betterment of health as well as environment.

There is no quarter system in the campus for the faculties; the teachers are bound to use mechanical vehicles though all the persons of the college are well aware of the pedestrian friendly roads.

Outmost attempts have been made to make the campus and the office plastic free and paperless zone. The college on the occasion of environment day (on 5th June) hundreds of trees are planted to make the campus green landscaping with tree and plants.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.62

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-

wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
.60	.55	.58	.33	.40

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 18

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	6	3	4	2

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 29

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	10	5	3	8

File Description	Document
Any additional information	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations**Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics**Response:** No**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions****Response:** No**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years****Response:** 53

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	12	10	10	08

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**Response:**

To motivate and inspire the all community of the college the institution organizes National festivals and birth anniversaries of great Indian personalities.

Republic day: - As per government norms the National Flag is hosted in presence of a large number of students and college staff where some of the localities also participate on the occasion to inspire the students the meaning and significance of Republic day. The principal delivers a lecture that in brief covers the meaning and significance of Republic day.

To disseminate the ideas and philosophy of Indian republic national festival a procession is arranged that moves from college to the nearby locality for conveying how India became a Republic country. On the occasion some of the faculties also shared their view about importance about the Republic Day and how the scarifices of our national heroes like B.R. Ambedkar, Dr. Rajendra Prasad offered a written constitution to guide this republic of India.

Independence Day :- As usual like republic day Independence day as per government norms celebrates where our brave and chivalrous heroes of freedom fighters are saluted with a promise that we will remain grateful for your sacrifices. On such occasion district administration organizes a programme on “RUN” for the country where our students participate enthusiastically.

Teachers’ day:- With an ideal of Dr. Radha Krishnan the institution organizes teachers day on 5th September in each year where some ideal teachers of this locality are invited. All initiatives in this regard are taken by students union of this college. In conformity with the teacher’s day the institution celebrates world teachers’ day on 6th october.

Brotherhood day:- The power of spirituality and creation of holistic world are the mission and objective of Swami Vivekananda's philosophy . This institution in presence of all the students and staff and invited guests on the date of his birth celebrates brotherhood day to convey the meaning of human life.

Yogasan and its significance is the prime business of celebration of brother hood day. A team from Vivekananda Kendra, Lakhimpur Dist. is invited to make the celebration lively and convincing.

This institution always works for the nation building in all respects by celebrating National and International festivals and birth and death anniversary of social, political, religious importance. Celebration on world environment day , AIDS day, Iron man, birth anniversary of Bharat Ratan Dr. Bhupen Hazarika etc. are organized in the college.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The functioning of institutional activities is attempted to maintain complete transparency in all areas of functioning.

Financial Transparency: - To maintain the transparency in reference to finance, the Principal shares the sanctioning amount in the joint meeting and suggestions are sought under the periphery of plan and estimate against the sanctioning. After taking a collective advice from the staff the matter is placed in the Governing body to obtain the approval for the execution of such finance. In this way all the associates of the college are informed and thereby action plan is prepared much more manually. Apart from Govt. audit, internal audit is also conducted and the audit report is shared to all the concerned time to time.

In respect of construction work the construction committee headed by the President, Governing Body takes all initiatives to make utilization transparency.

Academic: - Academic work is executed under the leadership of vice-principal in consultancy with the principal. For the implementation of academic work the college has semester monitoring committee where all the Heads of depts. are the members where as the Co-ordinator I.S.M.C is the chairman. In conformity with the academic calendar of Dibrugarh University the Curriculum Innovative Committee (CIC) prepares academic calendar. Moreover, diary is supplied to each of the faculties for jotting down every day activities in the college.

Administrative:- As per the Government norms the administration of this institution works for the welfare and betterment to all the concern under the jurisdiction of Government rules and University rules.

Auxiliary functions:- Different committees are inspired to work as per demands and needs of the college. Some of the persons associates are also inspired to activate their inner self for the welfare of this community that is the mission of college authority.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

1. **Title Of The Practice:** - Awareness camp in the adopted model village, Borimuri Bodo

Gaon.

Key words: - Awareness camp organized in Borimuri Village on the Environmental day by N.S.S wing of this college.

2. **Objective of The Practices:-**

- To convey the message that the responsibility of higher education institution lies in even social accountability other than in campus teaching.
- To make higher educational knowledge accessible for community development.

- To make the villagers accountable about the issue of environment.
- To make aware about community participation for the issues of environment.
- The under lying objective of the practice is to make the people of adopted village aware about the importance of environment and how it affects our day today life and how we can contribute towards healthy environment.

3. The Context: - Environmental problems and issues and thereby remedies are the great concern of this practice. Villagers though do not directly understand about the reason behind the environmental changes though the changes are felt. The NSS group of this institution feels that it is our prime duty to make the people aware about the concern of environment and how their positive approach may produce healthy environment.

The effect that humanity is having on the environment is becoming ever more important through our actions. We are destroying habitats and endangering the lives of future generations.

Cultural demonstration may lead towards healthy environment such awareness camp organized by NSS group of this college has increased the participation of the common villagers for creating a healthy environment.

The Practice: - As the objective of the practice reflects the participation of the people of the adopted village in respect of environmental awareness. The practice focuses much on organic fertilizers particularly uses of cow dung. Organic farming continues to be developed by many villagers. Most of the farmers of the village are now relying on fertilizers of organic origin such compost manure, green manure and bone meal.

Such healthy practice even makes the farmers aware how the multiple cropping is beneficial. So this awareness programmes has carried a great amount of knowledge that how organic fertilizers are useful not only for the production point of view but also for environment.

A conventional method of making manure has been a unique success of this practice.

Illiteracy and availability of pesticide in the market have carried a great deal of reason for the use. But this practice has saved not only the money but also the health by inspiring the farmers for making organic fertilizers (homemade). Despite all verities of limitations during the camp have been noticed as follows –

1. Making a group of farmers for listening our talks is difficult one.
2. Habit of un cleanliness and traditional method of living have been the hurdle.
3. Plantation has been confined only for investment.
4. Green manure and bone meal are beyond the comprehension of villagers.
5. Poor literary for the awareness is one of the biggest hurdles.
6. Poor low capital income is great concern in making awareness for environment.

7. Cutting trees to meet the everyday needs is commonly found.

Evidence of success:-

At present most of the farmers are using organic manure and production quality particularly has increased. A proper water resource has been mechanised. Village is pollythin free zone plantation has increased.

More importantly 40% of the adopted villagers are aware of the issues of environment and its bad effect on human being. Cutting tendency of plant has decreased which helped to save the environmental degradation. people are made to understand about the legality in respect of environmental violation.

At last it can be said this practice has made the people aware about the issues of environment and importance of organic fertilizers.

Evidence of success can be seen at the visit of the village. on every 4th Saturday NSS group of this college goes to visit the village for the purpose of sensitization.

Problems encountered and resources required:-

During the camp it was noticed villagers are not ready to share the views and ideas. Reasons may be shy characters of villagers, lack of literacy and expectation of monetary benefits were the problems faced by NSS group. Poverty stricken people were terribly busy in the thought of livelihood which is the immediate crisis for them. An issue of environment appears to be a long term problem.

The resources required the government or NGO must provide plants for environmental use free of cost. Scientific technology for the composing of organic manure is to be provided. Time to time health check-up camp is to be arranged and they should be made to understand how environment is responsible for their detoriating health.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Title: Literacy campaign & cashless mode of work

Objective of the practice: The adopted village named 'Borimuri Bodo Gaon' where most of the healthy practices are organized under the banner of NSS unit Lakhimpur Kendriya Mahavidyalaya. Considering emergent and unavoidable need NSS team of this college selects the topic with a vision to literate the thumb marked villagers by making them learn how to sign. Considering the utility of signature NSS team of this college arranges this healthy practice. Literacy has always been a great concern for all. Keeping in view this healthy practice has been conducted for the fulfilment of the following objectives-

1. To make the people how to learn to 'Sign'.
2. To convey how the art of signature would make banking work easy.
3. How this art of signature would benefit the villages for cashless transaction.
4. How does this art of signature distinguish a man from animal.

Context: Lakhimpur Kendriya Mahavidyalaya is committed to develop the community. Class room teaching is a routine work whereas we, the members of this college, are very much concerned to the people who did not have their chance to have academic knowledge. That is why we arrange healthy practice which can provide immediate benefits.

In the light of above context NSS unit of this college arranged literacy campaign to convert the non-signatories people into signatories.

The Practice: Higher educational institutions must come out from the barriers of class room teaching and they should work even for the people who are not very much associated with higher education. As we feel that the success of an institution depends upon four zones of stakeholders –

1. Teachers
2. Students
3. Administrators
4. Guardians.

This healthy practice not only made the people liberated but also they can have the confidence of dealing with work by their own, Such as Banking work, Bills submission and many other such work.

The NSS unit of this college visited the adopted village in a group and contacted man to man to convert the thumb marked people into signatories. The excitement and enthusiasm of such people indicate their inner felt pleasure.

Evidence of Success:-

Despite the fact there is not much documentary facts but the adopted villagers feel the contribution made by the NSS unit of this college.

Evidence as per data received by the NSS unit of this college indicates that around 200 persons 120 women and 80men were made learned how to sign. In the later part of our visit we gathered the feedback from the villagers. We find people started feeling the importance of signature when they visited to the bank and many of the people started using online transaction. .

In conclusion as per decision of NAAC co-ordination committee this is one of the best healthy practices done by the college.

Problems Encountered and Resources Required:-

Lack of awareness particularly in respect of women is the biggest problem which appeared while NSS unit of this college had set the literacy campaign for converting the people for non-signatory to signatory people. Deep rooted thought of destiny has been blamed by the non-signatory people. Such thought appears to be a problem there in the village. Many such problems appeared.

So far as resources required is concerned, the findings of the camp of NSS unit of this college referred to which are the following –

1. Awareness programme is to be conducted frequently.
2. Online training how to enjoy cashless facilities is to be arranged.
3. The practical demo for opening the accounts and transferring the amount is to be conducted.
4. There should be a literacy Club among the villagers who could make the people aware about the benefits of facilities of signature.
5. There should be a centre which could tune government facilities to the people.

In totality of this practice this is felt by the NSS Unit that consciousness of the people is to be activated and importance of being signatories is to be made to understand.

5. CONCLUSION

Additional Information :

On the basis of the NAAC peer team suggestion in 2004, the college has the following initiatives –

1. New departments like Anthropology, Computer Course programme and Travel and Tourism department have been introduced.
2. Responding to the suggestions extended by NAAC peer team in 2004, the faculties of the college have participated actively in research work particularly for the award of PhD Degree in post visit period in 2004.
3. The enrollment of the college students to the B.A 1st semester in both (Regular and Distance mode) and H.S level are increasing year by year.
4. It is noteworthy that UGC sponsored major research project and minor research project have been completed during these years. Dr. Bijoy Kumar Deuri has awarded PhD Degree by completing major research project.
5. As per suggestion of the NAAC peer team in 2004, LKM has introduced NSS unit which has proved a remarkable asset to the college. The college has taken all initiative to introduced NCC but the college is still awaiting for getting the centre of NCC from the concerned office.
6. The college library now designated with Mohan Chandra Roy library against the name of the first Principal of this college has been elevated with digitalized network having almost all the modern facilities of digitalized library.
7. As stated in the SSR report almost all the employees of the college are IT literate and the office and departments are now well deserved IT facilities enjoying.
8. Under the UGC plan period of 10th LKM has made the 'Girls Hostel' built where now girl students are getting residential benefits with all academic environment.
9. Despite the fact a very limited linkage has evolved here in the college. At present Principal has the linkage with ICF. And the faculties are involving in ISSRAA, Kolkata, AIFUCTO, ACTA etc.
10. Under UGC plan period 11th plan the college has made indoor facilities built in a huge area which is providing a great deal of facilities.

Concluding Remarks :

Lakhimpur Kendriya Mahavidyalaya established in 1992 against a strong demand of the un admitted students, vibrant youths, vigorous guardians, committed social workers and devoted educationists, is standing on the expectation of the community a journey of higher education started through this College with a mission of community development is being fulfilled with a vehicle of visionary line 'Miles to go before we sleep'.

Classroom teaching is referring to the syllabus based knowledge on the one hand; extension activities and outreach program mould the applicability of higher education in the community. Technological knowledge and massive uses of IT in the college proved to be employment career study and declaring 'hum kisi se kam nehi'.

Twelve departments have taken the responsibility and accountability to lift the poor students in the main stream of knowledge centric zone.

Infrastructure games and sports, Cultural activities etc. are facilitated with a minimum standard to the students of this college with a promise that we are committed and devoted to uplift the community with a sense of all round development.

NAAC