YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution LAKHIMPUR KENDRIYA MAHAVIDYALAYA

- Name of the Head of the institution Dr. Golap Sarma Boruah

- Designation Principal

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 07636812860

- Mobile No: 9435085541

- Registered e-mail lkmnlp@gmail.com

- Alternate e-mail drgsboruah@gmail.com

- Address P.O.Charaimoria,North Lakhimpur,787032,Assam,

- City/Town North Lakhimpur

- State/UT Assam

- Pin Code 787032

2.Institutional status

- Affiliated / Constitution Colleges Afffilatied

- Type of Institution Co-education

- Location Rural

- Financial Status   **Grants-in aid**

- Name of the Affiliating University   **Dibrugarh University**
- Name of the IQAC Coordinator   **Mr Suraj Chetry**
- Phone No.   **09854753490**
- Alternate phone No.   **09854753490**
- Mobile   **9854753490**
- IQAC e-mail address   **surajchetry2015@gmail.com**
- Alternate e-mail address   **lkmnlp@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://www.lkmahavidyalaya.edu.in

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.lkmahavidyalaya.edu.in

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**C**	**1.54**	**2019**	**15/07/2019**	**14/07/2024**
Cycle 1	**C+**	**6.8**	**2004**	**15/09/2004**	**14/09/2009**

6.Date of Establishment of IQAC   **27/12/2004**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Lakhimpur Kendriya Mahavidyalaya	**State Govt.**	**State Govt.**	**2020-2021**	**2863892**

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC

View File

9.No. of IQAC meetings held during the year   `3`

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

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

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

- If yes, mention the amount

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

`1. Online class routine was prepared by IQAC in association with the Choice Based Credit System (CBCS) Board. 2. Online Classes were taken by the all Teachers from home where the initiatives were taken by IQAC. 3. Online Webinar was conducted by the college and teachers were inspired to take part on Online Webinar conducted by other institution apart from the Online Webinar conducted by College. 4. Proposal of future action plan approved by Governing Body of the College have submitted to the office of the RUSA . .`

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

Plan of Action	Achievements/Outcomes
1. Online classes routine was prepared	Implemented
2. Online Classes were made mandatory for all faculties.	Partially Successful due to poor network.
3. Three No's Online webinar were conducted by the initiatives of IQAC.	Successful.
4. Online counselling was held on mental health for the students during the pandemic period.	Done
5. Awareness programme on Corona Virus was organized by IQAC in collaboration with NSS Unit of the College. in association with NSS Unit, LKM 1in the adopted Village (Borimuri Bodo Gaon).	Done

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC Extended Executive Online Meeting	08/05/2021

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	**LAKHIMPUR KENDRIYA MAHAVIDYALAYA**
• Name of the Head of the institution	**Dr. Golap Sarma Boruah**
• Designation	**Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**07636812860**
• Mobile No:	**9435085541**
• Registered e-mail	**lkmnlp@gmail.com**
• Alternate e-mail	**drgsboruah@gmail.com**
• Address	**P.O.Charaimoria,North Lakhimpur,787032,Assam,**
• City/Town	**North Lakhimpur**
• State/UT	**Assam**
• Pin Code	**787032**
2.Institutional status	
• Affiliated / Constitution Colleges	**Afffilatied**
• Type of Institution	**Co-education**
• Location	**Rural**
• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**Dibrugarh University**
• Name of the IQAC Coordinator	**Mr Suraj Chetry**
• Phone No.	**09854753490**

• Alternate phone No.	**09854753490**	
• Mobile	**9854753490**	
• IQAC e-mail address	**surajchetry2015@gmail.com**	
• Alternate e-mail address	**lkmnlp@gmail.com**	

3.Website address (Web link of the AQAR (Previous Academic Year)	**https://www.lkmahavidyalaya.edu.in**
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**https://www.lkmahavidyalaya.edu.in**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**C**	**1.54**	**2019**	**15/07/2019**	**14/07/2024**
Cycle 1	**C+**	**6.8**	**2004**	**15/09/2004**	**14/09/2009**

6.Date of Establishment of IQAC	**27/12/2004**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Lakhimpur Kendriya Mahavidyalaya	**State Govt.**	**State Govt.**	**2020-2021**	**2863892**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	[View File](#)	
9.No. of IQAC meetings held during the year	**3**	
• Were the minutes of IQAC meeting(s)	**Yes**	

and compliance to the decisions have been uploaded on the institutional website?		
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

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

1. Online class routine was prepared by IQAC in association with the Choice Based Credit System (CBCS) Board. 2. Online Classes were taken by the all Teachers from home where the initiatives were taken by IQAC. 3. Online Webinar was conducted by the college and teachers were inspired to take part on Online Webinar conducted by other institution apart from the Online Webinar conducted by College. 4. Proposal of future action plan approved by Governing Body of the College have submitted to the office of the RUSA . .

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

Plan of Action	Achievements/Outcomes
1. Online classes routine was prepared	Implemented
2. Online Classes were made mandatory for all faculties.	Partially Successful due to poor network.
3. Three No's Online webinar were conducted by the initiatives of IQAC.	Successful.
4. Online counselling was held on mental health for the students during the pandemic period.	Done
5. Awareness programme on Corona Virus was organized by IQAC in collaboration with NSS Unit of the College. in association with NSS Unit, LKM 1in the adopted Village (Borimuri Bodo Gaon).	Done

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC Extended Executive Online Meeting	08/05/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	25/02/2022

15.Multidisciplinary / interdisciplinary

The college follows the syllabus of Dibrugarh University in each subject that aims at multidisciplinary and holistic approach. The syllabus of different subjects includes multidisciplinary and holistic issues such as gender, climate change, Yoga,

Environmental issues, computer knowledge, human as well as moral and spiritual values, professional ethics, etc. As the college is under the supervision of Dibrugarh University it does not have autonomy regarding formulation of its syllabus. However it plans to go for different add-on and vocational courses in accordance with the guideline of Dibrugarh University and NEP 2020 which will facilitate horizontal mobility among the students. Apart from the above mention the teachers try to provide multidisciplinary knowledge to the students in the class.

16. Academic bank of credits (ABC):

Academic Bank of Credit is a digital card that will hold academic information as well as credit for each student. It is a virtual storehouse that contains the information of the credits earned by individual students throughout their learning period. The college has not joined till date with the Academic Bank of Credit portal. As the college is affiliated under Dibrugarh University, the affiliating university will take the necessary step to fulfil the requirement of Academic Bank of Credit for the college. The college have planned to register in the coming period in accordance with affiliating university rules.

17. Skill development:

  To promote skill development of the students the college has introduced the subjects like Travel and Tourism Management, National Service Scheme (NSS) and computer skill. Regarding these courses the college follows the curriculum of Dibrugarh University. These courses try to prepare the students to meet the requirements of industries and as well as for self-employment. It also tries to provide guidance to the students to achieve their soft skills so that they can face different interviews and economic challenges with confidence.

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

The college ensures that the teachers impart knowledge to the students in Assamese medium which is a part of Indian language system. The Department of Assamese also teaches ancient Assamese language, Pali, Prakrit and Sanskrit as a part of its major course. The college also organises Yoga training programs for both teaching , non-teaching staff and students to carry on the rich tradition of Yoga as a part of Indian culture.

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

The faculties are encouraged to design their own curricular and

pedagogical approaches within the approved framework of affiliating university. The faculties prepare teaching plan at the beginning of each semester. They records and the progress of the course were kept regularly. Students are provided reading materials and they are assessed continuously through assignment, sessional examination and seminars.

20.Distance education/online education:

There is an Open and Distance learning study centre under the Directorate of Open and Distance Learning, Dibrugarh University for the under Graduate students' with the following Disciplines both Honours and Non-honours.

Honours Subject: - Assamese, Education, Sociology and Political science.and Economics.

Non-Honours subjects: - English, Economics. Assamese, Education, Sociology and Political science.

This centre run directly by the instruction and direction of open and distance Learning of Dibrugarh University rules and regulations. There is no age bar for taking admission in this undergraduate three years degree course. The candidates' are eligible for taking admission after passing 10+2 stage from a recognized Board or Council. The three years degree course (U.G) were previously in annual mode, but presently annual mode system has been converted to three years Semester System. After admission every student has to submit the home assignment in every semester. The teaching material i.e.Self Learning Material (SLM) has also been provided by the concerned university regularly.

Extended Profile

1.Programme

1.1   **1**

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **604**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **521**

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

File Description	Documents
Data Template	View File

2.3   **121**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **26**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **26**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**1**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**604**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**521**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**121**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**26**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**26**

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

4.Institution

4.1 Total number of Classrooms and Seminar halls	**19**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**28,63,892**
4.3 Total number of computers on campus for academic purposes	**24**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- **Lakhimpur Kendriya Mahavidyalaya follows the rules and regulation prescribed by Dibrugarh University. All the guidelines, circulars are forwarded to the college have been followed. The Institution has its own strategy to implement the University planned curriculum by preparing a central routine of classes for all semesters. The authority of the College have constituted CBCS board which prepare Academic Calendar based on the Academic Calendar of Dibrugarh University. Before the beginning of each new session, class routine and academic calendars are distributed among the faculty members and students of the college. Each department prepares their own class routine. The distribution of unit of the syllabus and a sketch of the course plan is prepared by each department and submitted to the Principal of the College. The college is equipped with an up-to-date central library along with departmental library. To develop the student personality**

and communicative skills, the college conducts lectures,
seminars, workshops, popular talks etc. in time to time.
The college also conducts some extension activities.

During the period of lockdown, the institution has made sure
that the faculty members are available to the students through
different digital modes Teachers shared relevant E-content audio
video lectures.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

In conduction of different examinations, admissions and other
related matters the institution follows the Academic Calendar
provided by the parent university. The academic calendar of the
college is prepared taking into consideration the university
calendar and the various activities of the college to be
conducted during the academic session that includes the schedule
of internal examinations such as Sessional Examinations, Dates
of Seminars and group discussions to be organized by the
departments for students for Internal Assessment etc. along with
the dates of different occasions to be organized by the College
such as students Union Election, Annual College Week, Admission
dates, Dates of Commencement of Classes, Semester Vacation
dates, date of resumption of classes, dates of examination,
dates of Notification of class routine etc. . Each student is
given a copy of the academic calendar at the time of admission.
During COVID-19 lockdown classes were shifted to the online mode
through whatsapp groups, Google meet etc. Offline classes
resumed in October as per Govt. SOPs and instructions of the
parent University. Accordingly, the Sessional examinations were
held in November. The Lockdown was announced for the second time
from the 26th of April 2021. During the entire period of this
lockdown, online classes were continued and examinations held.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://www.lkmahavidyalaya.edu.in

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

1

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

1.2.2 - Number of Add on /Certificate programs offered during the year

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

1

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

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

1

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

10

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Professional Ethics :-

The NSS wings of the college along with Students' Union participate in Governments function's like Independence Day, Republic Day, International Yoga Day, Swash Bharat Abhijan, Constitutional Day, AIDS day etc. are organized by the Institute.

Discipline and Punctuality are maintained among the employees through Bio Metric Machine and Attendance Register.

Gender:-

Various programs relating to gender issues are organized by the college in association with IQAC, NSS & Teachers Unit such as International Women's Day, National Girls Child Day and Mother's Day etc. College provides a separate Common Room for Boys & Girls'

Human Values:-

Human values have many positive traits which help to create bones of humanity and to understand the essence of values.

Various programs relating to human values conducted by the college with collaboration of NSS unit of the college which include World Environment Day, International Yoga Day, AIDS Day, International Literacy Day, World Philosophy Day, Teachers' Day etc.

Environment and Sustainability:-

The college has formed Echo-Club to promote environmental and sustainability issues.

To inculcate awareness about environment & sustainability among students, different programmes like ;World Environment Day, plantation programs are organized by the college in association with IQAC, NSS, and students Union.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

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

01

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

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

1

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

300

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

103

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

Each department of the college has been conducting unit test, class test, sessional test in regular basis from very beginning of each semester. The teachers have assessed the students'learning level through evaluating the students and have arranged remedial & tutorial classes for slow learners and special classes for advance learner by the concern teachers. Moreover, students have assigned homework provide model questions and counselling them. Interactive sessions are periodically organised for better and effective addressing of different learning issues faced by students. Seminar presentation by students are also regularly held by each department to enhance understanding of the subject as well as to boast their confidence. Tutorial classes are also organised by the departments for addressing the challenges faced by slow learners and for better conceptual clarity of all learners.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
604	**26**

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

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

To develop the teaching learning experiences of the students and help them to enhance their critical and creative thinking abilities, analytical and problem-solving abilities and tackling their real-life problems and challenges the college has applied various student centric methods.

In general faculty members of the college have applied conventional lecture methods. In recent times they have shifted their teaching-learning method to student centric method to enhance the learning experience of the students by using modern technology such as PPT, google classroom, zoom and other web-based materials. Besides, the faculty members are actively engaged in the classroom delivery, conversation and presentation by students. The students are encouraged to come forward with new information and idea to have dialogues on a subject or regarding presentation of the subject. Moreover they are engaged in different studies conducted by NGOs/Organisations as volunteers.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The faculty members of Lakhimpur Kendriya Mahavidyalaya uses the latest ICT tools to enable better and Swifter communication, presentation of ideas in an effective and relevant way and enhance the conventional teaching-learning process to make learning more interesting and student friendly.

1. The college has ICT Enabled Class room having projector which help in the e-learning process.

2. The Digital library (with OPACfacility) enables the students to find out the availability of books easily. It helps in accessing information from abroad, easy search and retrieval of information etc. The library also provides accessibility of e-resources through INFLIBNET to teachers.

3. The college has well equipped computer laboratories. The

department of Education and Anthropology has their own laboratory for practical classes.

4. Students are encouraged to prepare presentation, assignments, project and field reports using MS Word, MS Power Point, MS Excel and other ICT tools.

5. Teacher took lecturers online on Google Classroom during the pandemic.

6. Teachers share reading materials, notes and e-books through WhatsApp and email.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	NO

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

2.3.3.1 - Number of mentors

26

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

2.4 - Teacher Profile and Quality

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

26

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

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

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

12

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

29

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

One of the evaluation system is internal assessment and internal assessments are conducted in the college as a strategy to measure the imported knowledge, understanding and skills attained by the learners. The college regularly conducts unit test, Class test, sessional examinations and home assignments as a part of formal assessment according to university guideline. Teachers monitor the attendance of students, their responses to tutorials, interest in field projects, participation in seminars, group discussions, involvement in practical, participation in the classroom teaching-learning process and timely submission of assignment etc. The notification of internal examinations are circulated by the academic council.

Robust of Internal Examination in terms of frequency and mode –

i. The college conducts two sessional examinations as per the university guideline- 1st after the completions of 50 percent of the syllabi and 2nd after completion of whole syllabi as well the respective teacher also conducts unit test after completion of each unit of the syllabi.

ii. As per guidelines presentation of seminar/group discussion is mandatory for each student.

iii. Besides, all teaching departments conduct discussion on model questions, important questions of each unit.

iv. Home assignments are also provided.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

To ensure that the mechanism to address internal examination related grievances is transparent, time bound and efficient following measures have been adopted -

1. First of all, obtained scores are displayed in the departmental notice boards and evaluated answer scripts are shown to the students. In case of any grievance from students side the student can approach the class teacher/HODs.

2. Answer scripts of the students who lodge the grievance are re evaluated by the same or another teacher of the department and intimate the marks to the students.

3. Students' grievances of any related to internal assessment or sessional examination marks redressed with transparency.

4. To resolve the grievances, students are allowed to interact with teacher.

5. Absentees in sessional or internal examinations are provided chance to appear in the internal examination.

6. The performance of the slow and advance learners are practically evaluated to know effect of special assistance provide to them.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

In the beginning of each semester/academic session teachers are communicated about the programs offered by the college in academic council meeting. Students are also made aware of the program and course out comes of the program offered by the college in interaction session organized by the academic council/college authority at the outset of the commencement of each new session.Some mechanisms are followed by the college to communicate learning outcomes at the teachers and students as follows':

i. All departments are made available the hard copy of syllabi and learning and learning out comes for ready reference to teachers and students.

ii. Students are made aware of the learning out comes through induction programmed and personal communication.

The college authority is communicated about the importance of

learning out comes in college Academic Committee meeting.

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

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

The college offers UG program in Arts Stream: These are 10 subjects (Departments courses/Programs) in the college. The college explicitly states all the programme and course out comes, display them on college website and also stives towards achieving the learning out comes objectively.

The curriculum of all programmes is framed by the affiliated University, the Dibrugarh University and the college adhere to the curricula. Learning outcome of each course is define by the University in each course. The college takes care to identify the learning out comes from the course.

The programme out comes and course out comes are displayed on college website.

The programme and course outcomes are mentioned in the interact session before commencement of classes of each new session.

The details of the outcomes that are expected from each course are explained in the classes by the concerned teacher.

The teachers try to inculcate in students a quest for knowledge in adaptability to the developments in the surroundings as well as their subject matter.

Students are encouraged to ask questions and are imbibed in critical thinking so as to enable them to understand and analyze contemporary social, environmental and cultural problem.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

121

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https//:www.lkmahavidyalaya.edu.in

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nil

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

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

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

Nil

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

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

4

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

6

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

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

1

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

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

A number of extension activities undertaken to sensitize the students of social issues like environment, healthcare, constitutional rights and women empowerment etc., and has contributed immensely to their holistic development. Details of some activities are as follows:

On the occasion of 'World brotherhood day' on 11th September, 2020 a plantation drive was carried out by the Eco Club, LKM.

On 31st October, 2020 'National Unity Day' was celebrated by the NSS unit, LKM at the college to impart the values of patriotism; national unity, integrity and sovereignty, fraternity etc.,.

On 26th November, 2020 'Constitutional Day' was organized by the NSS unit, LKM to commemorate the adoption of the constitution of India. A lecture event was organized to convey the values of our constitution to the young generation.

From 18-03-2021 to 31-03-2021 the NSS unit and IQAC,LKM jointly organized an awareness program on Covid-19.

The Eco Club and IQAC,LKM jointly organized a national level webinar on the topic 'Covid-19 Pandemic and its impact on environment' on 29th June, 2021. Principal DHSK college, Dibrugarh DR. Sashi Kanta Saikia delivered a valuable lecture from resource person's chair.

File Description	Documents
Paste link for additional information	https://www.facebook.com/profile.php?id=100087257717635
Upload any additional information	No File Uploaded

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

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

0

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

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

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

5

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	[View File](#)

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

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

372

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	[View File](#)

3.4 - Collaboration

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

1

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

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

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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Lakhimpur Kendriya Mahavidyalaya possesses various physical and academic facilities consisting of Laboratory,Library, Digital Classroom, Digital Conference Hall and Auditorium besides other essential infrastructures. The college has a well equipped computer laboratory and two other departmental laboratories. In addition, the existing departments along with the office have computers and internet facilities .The laboratories are maintained and regularly monitored by the Laboratory Assistants under the supervisions of the respective HoDs. The computer laboratory is regularly upgraded with soft ware packages and installed with antivirus packages.

The college is also furnished with18 nos. of well equipped classrooms, some of them with digital facilities including projectors, LCDs and white boards.

The college library is partially automated with software SOUL 2.0 having more than 12000 nos. of printed books along with Journals, Magazines, News paper and Reference books. The library is also well equipped with computers, printers, Xerox machine and a spacious reading room along with LAN. The library has an advisory committee for maintaining all round functioning of the

library activities.

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

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

Lakhimpur Kendriya Mahavidyalaya possesses adequate facilities for cultural activities, sports, games (indoor and out door), gymnasium and yoga centre for cultural activities and maintainance of physical fitness both for the faculty members as well as student community. .

The college had an auditorium which serves as a strong platform for upholding important seminars, workshops and primarily to boost up the cultural activities of the college especiall by the students.The college also has an up-to-date indoor stadium to serve as a strong platform for physical fitness and organized District and State level competitions. Besides, the college also has an outdoor complex in Plot-B for organizing and playing major games. Apart from these, the collegea Gymnasium to maintain physical fitness both the students and the teaching and non-teaching staff. The student community as well as the faculty members practise yoga under the guidance of the Yoga Centre of the college which is in collaboration with Vivekananda Kendra, Kanyakumari, Lakhimpur Bibhag.

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

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

02

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

02

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1727213

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Name of the ILMS Software: Soul. Automation is a process of using machinery for easily working and saving human power and time, Our college Library is activated with Soul Software such as circulation, Cataloguing, acquisition , reference service and making of Library user card with Barcode..

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

Total Rs 157472

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

5

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College Computer lab is well-equipped with branded PC's adequately equipped. Computer labs are well connected with internet to help students and faculty members to carry out their academic and other works. To secure and prevent data from internet abuse, network security solutions (Firewall, K7, Quick Heals etc), were installed in the computers. Institution has 31numbers of Computers controlled by Computer Lab. Cyberoam network security appliances include multiple features like Firewall – VPN (SSL VPN & IPSec), Gateway AntiVirus, Anti-Spyware & Anti-Spam, Intrusion Prevention System (IPS), Content & Application Filtering, Web Application Firewall, Application Visibility & Control, Bandwidth Management, Multiple Link Management for Load Balancing and Gateway failover, over a single platform.

The college library provides day-to-day information technology facilities like internet, xerox, printer, scanner apart from having digilatized section where students can search out books and journals through the web within a very short span of time.

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

4.3.2 - Number of Computers

31

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

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

1767217

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Lakhimpur Kendriya Mahavidyalaya possesses various physical and academic facilities consisting of Laboratory, Library, Digital Classroom, Digital Conference Hall and Auditorium besides other essential infrastructures. The college has a well equipped computer laboratory and two other departmental laboratories.

The college is also furnished with well equipped classrooms, some of them with digital facilities including projectors, LCDs and white boards besides other essential infrastructures like indoor stadium, outdoor complex, a Gymnasium, a auditorium and a Yoga Centre.

The college library is partially automated with software SOUL 2.0 having more than 11861 nos. of printed books along with Journals, Magazines, News paper and Reference books. The library is also well equipped with computers, printers, Xerox machine and a spacious reading room along with LAN. The library has an advisory committee for maintaining all round functioning of the library activities .The college has a herbal garden having several species of valuable plants to promote environmental awareness among the students and its surrounding locality. The college has also an Eco Club that maintains gardening in the college campus besides conducting regular and specific cleanliness drives to keep the college campus clean and greenish. Besides, there are few vital committes to monitor various college activities mainly administrative,academic and infrastructure of the college.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[www.lkmahavidyalaya.edu.in / https://www.facebook.com/profile.php?id=100087257717637](#)

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

140

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**D. 1 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	E. None of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

11

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

6

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

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

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

0

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

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

Due to lock down the regular activities or the functions of different cells or bodies have been banned. In view of the pandemic situation someparticular activities have been done according to state govt SOP. Only awareness programme has been made outside the college on corona virus.Main focus was to keep distance among the people in near by areas or the adopted village. Various steps and suggestions have been given to the students for maintainingcovid protocol and keep regular practice of yoga and meditation in their daily routine.

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

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

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

0

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

5.4 - Alumni Engagement

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

Alumni Association of Lakhimpur Kendriya Mahavidyalaya is one of the important association.Each department of the college has separate alumni cell that are affiliated to college Alumni Association.Departmental activitioes such as awareness programs.All the departmental activities of the alumni are tabled on Alumni Association of the College.All the activities of the alumni have been brilliantly worked with the mission and 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 of the college.Through the account donations from the alumni students are received and as per demand of the institution and availability of the fund.

After the break of lockdown alumni association has been working in full swing..So the meeting of the associationsits quarterly or the regulation(s) adopted in their association bye law or constitution.Now decesion and activation is moving towards the registration of alumni association under the society act 1860.

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

5.4.2 - Alumni contribution during the year	E. <1Lakhs

(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Lakhimpur Kendriya Mahavidyalaya has been established against a strong demand of the local student, guardians and educationist for a mission of community development.

The college has committed and devoted to the community development through higher education, keeping in view of the present demand of education. The college community always tries to fulfill this demand. Healthy academic environment which is the aim of the governance is dependent on the prospective plans and strategies. The perspective plan adopted for the governance also works for the all round development of the college keeping in mind the aim of fulfilling college vision. In short the vision of the institution is "Miles to go before I sleep "and mission is the community development in all respects.

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

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

According to the affiliating university rule Lakhimpur Kendriya Mahavidyalaya has introduced Choice Based Credit System(CBCS) Board which conducts all academic activities of the college, class routine and academic calendars are designed in the meeting .Moreover time table is fixed for major test, seminar, unit test,class test,home assignment etc. The administrative works are looked after by the principal. He also monitors the attendance of the teaching and non-teaching staff of the college. The Vice-Principal conducts meeting with HoDs to

discuss new techniques to improve the class room activities. The Internal Quality Assurance Cell(IQAC)Co-coordinator looks after the academic activities of the college. He also encourages the teachers to participate in various Workshops, Seminars, Conferences, Professional Development Programmes, Short Term Course, Orientation Course, Refresher Courses and other academic activities and keep records of the same. The college has different committees including units, union to perform various activities of the college.

Due to COVID-19 pandemic the final examinations could not be conducted in the session 2020-2021 and all the students of other semesters are promoted to next semester. However, Dibrugarh University conducted online final examinations. The principal of the college discussed those examinations related issues with faculties and office staff through online meeting.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Yes ,the institution follows some strategic plan which are as under :-

1. Curriculum Development: - Curriculum is designed and developed by the affiliating university. The faculty members of each departments of the college try to follow the curriculum in the effective way for the students .

2. Teaching and Learning: -Since teaching and learning criterion is one of the important issues of the institution. In this the authority normally takes care and provides the facility as per capacity on availability as per requirement.

3. Examination and Evaluation: - Final examinations are conducted as per the affiliating university examination program. Two internal sessional examinations are conducted by the college for each semester. Practical examinations for some particular departments are also conducted by the college.

4. Research and Development: - The faculty members of the college are encouraged to organize and participate national, international and state level seminar, workshop etc. Moreover the faculty members of the college are asked to avail for major and minor research, project works and publish the same in research journals.

5. Admission of students: - In the college website prospectus are available. Online admission with cashless transaction is also available.

6. Library: - The process of digitization is going on. There are separate reading room for boys and girls. CCTV facilities are also available. Daily news paper, Journals, are available in the college library.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	www.lkmahavidyalaya.edu.in
Upload any additional information	**No File Uploaded**

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

Governing Body: - Under the Assam Management Rules 2013, the college works directly as per the rules. The Principal works as a secretary of the Governing Body where president is appointed by the Higher Education Department, Government of Assam.

Moreover two university nominated members, two teachers representatives, one office representatives, three guardian members, Vice-principal of the college ,librarian and local MLA(Special Invitee) as a member of the governing body. It meets minimum three times in a year to discuss various issues of the college and resolutions are taken. The college follows strictly the norms and rules of Dibrugarh University and Director of Higher Education in terms of appointment and Service Rules. Regarding new appointment the selection committee decides the meritoriousness of the candidate. Moreover the teaching and non-teaching staffs have the benefit of GPF, Gratuity and other

benefits as applicable. The college follows transparent promotional policies through academic performance indicators (API) Apart from these resolutions following committees conduct all issues for smooth functioning of the institutions.

1. Vice principal, LKM

2. Coordinator of IQAC,LKM

3. Guardian committee, LKM

4. Head of the all department, LKM

5. Library committee, LKM

6. Office staff, LKM

7. CBCS Board, LKM

8. Student Union,LKM

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	www.lkmahavidyalaya.edu.in
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

For Teaching and Non-teaching staff there is a provision of Staff Welfare Fund (SWF)which provide loan in minimum interest. For the welfare of the student the schemes of scholarship are provided by the government. The college encourages the teaching staff to participate in the PDP, FDP, RC, OC, Workshop, Seminar etc. Moreover the faculties enjoy Child Care Leave (CCL), Maternity Leave and Earned Leave etc

File Description	Documents
Paste link for additional information	www.lkmahavidyalaya.edu.in
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

1

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

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

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

08

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

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

The authority of the college is very much concerned about the performance of teaching staffs through the quality assessing system as per the university guidelines. The feedback of the

students on the faculties directly goes to all the heads of the department. Finally the Principal of the institution prepares an annual report of faculty members and gives suggestion to develop their performances.

Like the faculties, the performance of the non-teaching staff is also assessed with a prescribed format every year to monitor the performance. It helps to consider the promotion of the non teaching staff.

File Description	Documents
Paste link for additional information	www.lkmahavidyalaya.edu.in
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

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

The college authority monitors all the expanses and income and keeps record for the same. The college conducts both internal and external financial audits regularly. After the audit, the report is being placed in the governing body meeting for due approval. The government audits are also done in due time. Till the date all the audits of the institution both internal and external audits are completed successfully.

However, in the session 2020-2021 the external and internal audit are not done due to the Covid-19 pandemic. This resulted further delay for financial audit .Moreover in the year 2020-2021 the college has conducted internal financial audit successfully.

File Description	Documents
Paste link for additional information	www.lkmahavidyalaya.edu.in
Upload any additional information	**No File Uploaded**

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

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

NIL

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

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

The entire financial matters are conducted by the governing body of the college. Besides all sorts of account of expenditures are audited by the Government and Local auditors. To regulate the proper mechanism following points are applied :-

1. A budget is prepared for the whole year.

2. Fees structure is included in the budget.

3. Fees are collected by online mode.

4. All the payments made by the cheque or demand draft by DDO.

5. In case of heavy purchase, quotations are invited by the established firms.

6. Small purchase is done by the demand slips.

7. Governing body of the college constituted a construction committee which looks after the construction works.

8. Planning board is constituted as per UGC Guidelines.

9. Regarding salary of the sanction posts, UGC scale of pay disbursed by the govt. of Assam. For non sanction posts both teaching and non teaching staff ,the negotiable salary is paid as per the approval of the governing body.

File Description	Documents
Paste link for additional information	www.lkmahavidyalaya.edu.in
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
The Internal Quality Assurance Cell (IQAC) plays an important role for the development of teaching learning process. The activities of IQAC are taken as follows: **1. Provision of taking students feedback through Questionnaires.** **2. Interactive session with guardians of the students to discuss various issues of the students on an efficient way.** **3. On 11th September, 2020 a plantation drive was carried out by the Eco Club, LKM on the occasion of 'World brotherhood day',** **4. On 31st October, 2020 'National Unity Day' was celebrated by the NSS unit, LKM at the college to impart the values of patriotism, national unity, integrity and sovereignty, fraternity etc.** **5. On 26th November, 2020 'Constitutional Day' was organized by the NSS unit, LKM to commemorate the adoption of the constitution of India. A lecture event was organized to convey the values of our constitution to the young generation.** **6. From 18-03-2021 to 31-03-2021 the NSS unit and IQAC, LKM jointly organized an Awareness Program on Covid-19 inside and outside the college campus.**

File Description	Documents
Paste link for additional information	www.lkmahavidyalaya.edu.in
Upload any additional information	**No File Uploaded**

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

The intuition is bound to follow the University guidelines strictly in teaching and learning process. Two sessional examinations are conducted by the college. The final examination is conductedby the affiliating university. After declaration of the university result, the head of the institution calls a meeting to asses and reviews the result of the institutionand find out the low fallspoint for further development.

As per direction of IQAC, feedback forms are distributed among the students which are the great source of collecting data in respect of teaching, learning,evaluationand methodologies. The following steps are taken for further development...

1. Holding sessional examinations in due time as per academic calendar..

2. Continuation of classes in online and offline mode.

3. Finding the feedback report and taken follow up action.

Outcomes of the above stated operations with the full involvements of IQAC had carried a positive act in teaching learning process. The two remarkable examples of institutional review and implementations of teaching learning reforms faciliatedby IQAC are as under..

1. The full involvement of CBCS Board in Academic development of the stuidents.

2. Pattern of in-Semester examination.

File Description	Documents
Paste link for additional information	www.lkmahavidyalaya.edu.in
Upload any additional information	**No File Uploaded**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](View_File)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equity means respecting all people without discrimination regardless of their gender. It also means addressing gender inequalities that limit a person's ability to access opportunities to achieve better health, education and economic opportunity based on their gender. The college has developed curricular and co-curricular activities facilitated to the Women in the college which helps people in examining the Personal attitude and beliefs and questioning realities.

File Description	Documents
Annual gender sensitization action plan	Annual Gender sensitization action plan made by the college and women empowerment Programme i.e "Gender and Family" has been conducted by the teaching and Non-teaching Staff on 8th march 2021 and total participants were 35 (male-12,Femal-23) including a few students.
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Specific facilities provided for the women in terms of Safety and security. Counselling and separate common room provided. College maintained fast aid box for the students.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

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

.The college follows waste recycling and management guidelines and has been rigorously practising these during various festivals and events organised in the college campus. The college used green waste bins to collect dry and wet waste respectively. Plastic bottles and other recyclable waste are collected in the red bins. The college follows a strict waste segregation system which is co-ordinated by college NSS unit and monitored by programme officer.The NSS unit of the college follows the waste management guidelines and has been rigorously practising these during various festivals and events organised in the college campus. The College have a Eco-Club through which

attempting to makethe environment greeny.Moreover various progrmmes on Sacchata Abhijan Mission have been taken relating to the govt orders frequently.The NSS unit particularly notices itand makes the cleanliness programme on it.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus — C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	`D. Any 1 of the above`

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	`C. Any 2 of the above`

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

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

The institution has providing an inclusive environment i.e. Tolerance and harmony towards cultural, regional linguistic communal socio-economies activities for the mental and hygienic environment development like: - child care awareness camps, literacy awareness camps, cultural and linguistic development programme in the college and outside the college also.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

The institution provide and observed the following activities:-(N.B. all activities are unable to observe due to lock down for COVID-19 in this year 2020-2021)

Activities Date Number of participants

(1) World environment day, 5th June 2020 12 Nos

(2) Independence day , 15th August 2020 28 Nos

(3) Republic day, 26th January 2021 26 Nos

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**B. Any 3 of the above**

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

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

The institution celebrates Commemorative days, events and festivals like follows, but the following Commemorative days, events and festivals are unable celebrates due to COVID -19 in this year 2020-2021.

(1) College week, covering 7 (seven) days where includes ? Major games, minor games, cultural programmes, Debating, symposia, one at play, etc, for the development of physical and mental health

of the students.

(2) The college observed "swarasati Puja" Srimonta Sankardeva Tithi, Feteha e- Dwaz Duham etc.

(3) As per direction of the Central and state govt. the college Observed some of the events like. Run for unity, swacchata Pakhek, odd taking programmes, cleanliness programmes in the College and outside the college in the every year.

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

7.2 - Best Practices

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

(During this year 2020-2021 college was unable to serve both Best Practices due to COVID-19)

Best Practice-1

1. Title of the Practice = "yoga"

2. Objective of the Practice: - There are some Objectives of yoga as Follows-

(a) To enable the student to have good health.

(b) To Practice mental hygiene.

(c) To emotional stability.

(d) To integrate moral values,

(e)To attain higher level of consciousness,

```
Best Practice-2

1. Title of the Practice:- Model village.

2. The college adopted a model village Borimuri Bodo gaon" which
is about 2 (Two) K.m. distance from the institution. The NSS
unit of our collage rendered their services every year with
three objectives' i.e. Environmental awareness, educational
awareness and Health awareness,

3. The context.- It is very important to visit the model
village, but due to busy schedule of the semester system provide
part time visit for such activities.

4. Best Practice: - During this year the NSS organized Awareness
programme on Covid-19.

5. Success and problems:-In this year NSS unit of L.K.M. has
organised awareness programme about the importance of
consciousness.
```

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

7.3 - Institutional Distinctiveness

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

```
Lakhimpur Kendriya Mahandyalaya adopted a model village i.e.
Borimuri Bodo gaon" about 2 km distance from the college. The
NSS unit volunteers of the college rendered their services
continuously. The NSS unit organized educational awareness
programme in the village and 20 nos of illiterate women's were
made literate in this year 2020-21.The college tries to upgrade
the model village in all aspects in connection with the above
mentioned objectives.

NSS Unit, Eco Club and Career Counselling Cell have organised an
awareness programme on protection from Corona Virus from 18th
march,2021 to 20th march,2021 at Borimuri Bodo Gaon.
```

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

1. To set up smart classroom.

2. Addition of new books in the library.

3. Construction of Administrative building.

4. To open science stream.

5. To provide internet facility to all Departments.

6. Renovation and beautification of the College Campus.

7. Provision have made for MoU with other related organisation, College, NGO etc.

8. Applying for UGC Scheme.

9. To activate the Committee/ Cells for the next year, particularly trace on community development and awareness programme.

10. Departmental Seminars and field project/ field study to be continued.

11. Decision taken for opening need based courses /Add on courses in the college.

12. Decision for registration of Alumni Association under the Assam society act,1860.

13. To be continued of extension activities at adopted Village (Borimuri Bodo Gaon) or nearby places.