SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

NORTH LAKHIMPUR COLLEGE

P.O. KHELMATI, DIST. LAKHIMPUR
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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

North Lakhimpur College, established in 1952, has successfully carved its niche in the arena of higher education in Assam as well as the entire north eastern region of the nation. With an enrolment of 2363 students, the college has been offering 20 UG, 5 PG, 2 PG Diploma and a few certificate programmes. The catchment area for the various programmes of study stretches across the adjoining districts and bordering areas of Arunachal Pradesh. Committed to raising standards of higher education, the college intends to equip the learners with sound theoretical knowledge, adequate practical exposure and infuse in them the capacity to reason. Co-curricular activities are also given high priority in the institution and the results are encouraging with the college students performing well in the various university/ state/ national level events. Unique practices like book reading competitions, Student Adalat, student presence in answer script verification indicate the institutional insistence on holistic education.

It is probably because of the institution's unrelenting insistence on student centric quality education that it has been able to receive **'A' grade from NAAC with 3.08 CGPA in 2011**, the status of **College with Potential for Excellence for 2 phases**. In a survey conducted by **Careers 360**, a news magazine placed North Lakhimpur College as the **2nd best college among all the colleges of Assam in July 2016**. In 2013, it became the **1st autonomous college of Assam** which distinctly highlights the institutional focus on quality education with an eye on innovation.

Vision

Equitable, accessible and value-based education for holistic development.

Mission

Providing globalised education with a localized dimension having focus on ever bettering the teaching-learning experience and creating conscientious human resource.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Trained and technologically oriented faculty
2. Continuous and comprehensive evaluation
3. Inquisitive students
4. Well stocked library
5. Adequate infrastructure
6. Good laboratories
7. Free internet
8. Computers in college canteen for students

9. Adequate platforms/ opportunities to hone extra-curricular activities.
10. Student satisfaction in evaluation is valued in the form of verification of script in presence of students.
11. Student democracy
12. Syllabus in line with the best in the country
13. Alumni presence across universities of India pursuing higher education/ research work

Institutional Weakness

1. Geographical isolation
2. Situated in a flood prone area
3. Limited number of permanent teachers as the state government has not sanctioned new posts for the last 26 years.
4. Dependence on guest/ part time/ contractual teachers
5. Preference given by students in using Assamese over English in answering even core courses which in turn affects future prospects
6. Inability to receive regular services of quality teachers of other institutions because of the lack of eminent HEIs nearby.
7. Inability to increase the number of hostel seats in proportion to the number of students enrolled.
8. Lack of full fledged health care centre.
9. Weak economic background of the students.
10. Lack of industries in the nearby areas hampers forging of institution-industry collaborations.

Institutional Opportunity

1. To start new programmes of studies which are relevant in the local context having focus on the skill development component.
2. To enhance employability of the students.
3. To bring more companies/ organizations to the campus for placement of students.
4. To emerge as a strong force in the higher education sector of the state.
5. With improved sports infrastructure there is opportunity for better results in sports events.
6. To make the institution one of the best in the country

Institutional Challenge

1. To overcome the geographical barrier by giving the students the best of facilities
2. To enhance employment/ placement avenues
3. To enhance the confidence level of students who belong to the socially and economically disadvantaged groups
4. To make all the teachers and employees ICT efficient
5. To establish healthy institution-industry collaborations.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The academic curricula developed by the college have local, national as well as international relevance. Since attaining the autonomous status the teaching departments have prepared syllabi at par with the best universities of India. Revision is carried out at regular intervals or as and when deemed necessary. The learning outcome has been appreciable which can be marked in terms of the progression rates of students of the institution getting admitted in various HEIs. A good number of courses are designed with focus on enhancing employability, encouraging entrepreneurship, skill development.

During the last 5 years many new programmes of studies have been introduced: M.A. in Assamese, Political Science and Mass Communication & Journalism; M.Sc. in Electronics & Communication Technology and Chemistry; PGDCA, and Physical Education as elective course at the UG level. Under the Choice Based Semester System (CBSS), academic flexibility is provided to the students in selecting special papers/ optional papers, add on course like various Career Oriented Programmes and Certificate Course along with the regular programmes of studies. The College also offers courses under UGC Community College Scheme.

Field studies and internship are components in certain programmes of studies which have been incorporated to give the students a firsthand experience of their subject. To ascertain that all the stakeholders have a say on the workings and policies of the institution and to judge their level of satisfaction over the goals achieved thus far regular feedback is taken and analysed followed by necessary corrective measures wherever necessary.

Teaching-learning and Evaluation

Catering to students of 5 north Assam districts and border areas of neighbouring Arunachal Pradesh, the institution has witnessed a gradual growth in its demand among the students. For admission state government rules are followed. One significant component of the teaching-learning process is to take the comparatively weaker student along with the brighter students of the class and this is done through remedial classes. The mentor-mentee system also helps to achieve the desired learning outcomes. This highlights the institutional impetus on participative learning. To enhance the quality of the teaching-learning process ICT is widely used and use of e-learning tools is encouraged. Teaching process is meticulously carried out as per academic calendar and teaching plans.

The college follows Government of Assam regulations in matters of teacher selection. The contractual/ part time teachers are appointed only after ascertaining their merit and flair in teaching. As of now the college has 30 teachers with Ph.D. and 10 teachers with M.Phil. as the highest qualification.

The evaluation process is one of the most innovative in Assam at the UG level. A student who applies for verification of result is allowed to participate in the process directly by being allowed to be present when a teacher performs the procedure. This has made the evaluation process more transparent and student friendly. Practices like Student Adalat indicate that student satisfaction forms the crux of any academic policy making and implementation in the institution.

Research, Innovations and Extension

The college places considerable importance on research and extension activities. The teachers have completed a number of research projects sponsored by agencies like UGC. The college also provides seed money to the teachers of the college to carry out research projects. The teachers of the college have published in various national and international journals including Springer, Elsevier, Taylor & Francis, Wiley and Nature. Many

have published text as well as reference books from various publishers. For improving the research environment of the institution there is a central instrumentation centre, well equipped laboratories, free internet access and a good library. The Department of Biotechnology, Ministry of Science and Technology, Government of India funded the construction of an institutional biotech hub. The college believes in disseminating its expertise whenever asked for by government departments and other agencies. Another encouraging aspect is that of a student of the college being able to get patent of GAME BOARD.

The institution also reaches out to the society through means of extension activities on issues like environmental consciousness, health and hygiene, human rights and social values. Experts in the field from the college as well as from outside are engaged in the process. In fact the response to such exercises has been heartening.

Infrastructure and Learning Resources

The College has adequate and good infrastructure for academic purpose, sports and cultural activities, student accommodation in the campus. Every department has its own classroom for conducting core classes and the departments running courses having practical components have well equipped laboratories within the departmental premises. The laboratory of the Department of Zoology has been recognized by Dibrugarh University to carry out research. All the teaching departments are provided with computers and LCD projector. Besides the central library of the college every teaching department of the college has its own library. The semi-automated college library has 49220 books, subscribes to 20 journals and 15 periodicals besides having SOUL package and access to INFLIBNET.

The college is a wi-fi campus and the students and teachers are encouraged to make optimum use of the IT resources which are augmented from time to time by keeping track with the contemporary technological advances to the best possible extent. Every department is provided computer with internet connection besides having systems at frequently visited spots like the college canteen. The Department of Mass Communication has recording and editing facilities.

The institution has adequate sports infrastructure. A Rs. 5 crore synthetic athletic track sanctioned by the Department of Sports, Ministry of Sports and Youth Affairs Government of India is under construction. There is a basketball court, a gymnasium and an indoor stadium where there is provision for playing badminton and table tennis. The college has an auditorium having a seat capacity of 900.

Student Support and Progression

North Lakhimpur College has 2363 students on its rolls as of August, 2017. The institution takes every care that the students get the best of facilities during their stay here. The poor but meritorious students are provided financial and other logistical aid like providing books in addition to the government schemes. The slow learners are imparted remedial coaching. Teachers provide counselling at the personal level. There are a number of scholarships and awards given to the deserving students so that they are motivated to go ahead with confidence. Besides the regular academic programmes the college also conducts programmes on computer applications and sericulture to enhance the skills of the learners in those fields. The 2 language laboratories are used for honing linguistic and soft skills of the students. The Information and Placement Officer of the college is in charge of providing coaching for competitive examinations and managing placement related matters.

The institution encourages active participation of students in various policy making bodies like the IQAC, admission committee, students' union, election committee etc. The students can place their grievances online, in the student adalats, suggestion boxes and also directly to the authority which are settled as per procedure. The alumni have also contributed significantly in terms of infrastructure like construction of a boys' common room and provide furniture for conference hall. The alumni association is also planning to sponsor the construction of a guest house. In addition to that the ex-students get actively involved in various events of the college.

Governance, Leadership and Management

The course of the institution towards achieving the goals enshrined in the mission and vision statements of the college is led by the principles of good governance, effective leadership and skillful management. The perspective plan attempts to chart out the course that the college hopes to take in its mission of enhancing the quality of the teaching-learning process and in augmenting college infrastructure. The college authority ascertains that every government regulation is rigorously followed in matters of appointment, admission and in providing perks and privileges to the stakeholders. Various bodies formed for ascertaining smooth conduct of different works perform their assigned activities and regularly conduct review sessions. Welfare of the teaching and non-teaching staff as well as students is also one of the prime concerns of the college and all possible help is extended, most particularly in medical emergencies. To give reprieve to the part time teachers and employees some of them are provided with free accommodation in the campus on first come first serve basis. For academic upliftment the authority encourages and facilitates participation of the faculty in seminars, conferences, workshops and other faculty development programmes. In case of resource mobilization, the authority ascertains that the funds are properly utilized and the projects are effectively carried out. Student facilities are always the top priority while mobilizing funds for various works and activities.

Institutional Values and Best Practices

The institution dedicatedly promotes gender equity, environmental consciousness, socio-economic understanding, political awareness and human values. The students and teachers participate in the programmes propagating such values both within the campus and outside.

Enhancing green cover in the campus, increasing the use of green energy are important priorities of the institution. For enhancing green cover there has been plantation of more than 300 saplings during the last 3 years. As of now about 75% of in-campus lighting is done by LED bulbs. The street lights of the campus function on solar energy. Water harvesting is also being done at some sites of the college.

In terms of waste disposal, municipality and scrap dealers dispose the solid and e-wastes while the liquid waste is drained into the soak pits built at different locations of the college.

The institution conducts various in-campus as well as extension activities with focus on aspects like human rights, conflict and peace, national integration and communal harmony. National festivals are observed and birth anniversaries of prominent personalities are celebrated to make the students aware about their contribution to the nation.

The institution is aware of its responsibilities in terms of lending a helping hand to the distressed and the needy. The institution has started the practice of adopting a meritorious but economically disadvantaged girl child every year from a government school of the locality for advancing her academic career. Thus, the institution works with a zeal to promote human values in an revitalizing environment.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	NORTH LAKHIMPUR COLLEGE
Address	P.O. Khelmati, Dist. Lakhimpur
City	NORTH LAKHIMPUR
State	Assam
Pin	787031
Website	www.nlc.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Biman Chandra Chetia	03752-222174	7896327538	03752-232234	nlcollege.autonomous@gmail.com
IQAC Coordinator	Atanu Gogoi	03752-243010	9401122835	03752-232732	atanu_nlcollege@rediffmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of Establishment, Prior to the Grant of 'Autonomy'	01-01-1952

Date of grant of 'Autonomy' to the College by UGC	22-05-2013

University to which the college is affiliated

State	University name	Document
Assam	Dibrugarh University	View Document

Details of UGC recognition

Under Section	Date
2f of UGC	03-03-1956
12B of UGC	03-03-1956

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				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	Yes
If yes, date of recognition?	01-04-2014
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	P.O. Khelmati, Dist. Lakhimpur	Urban	25.1	15043.75

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	BSc,Anthropology	36	Higher Secondary	Assamese,English	10	9
UG	BA,Anthropology	36	Higher Secondary	English,Assamese	25	25
UG	BA,Assamese	36	Higher Secondary	Assamese	55	55
UG	BSc,Economics	36	Higher Secondary	English,Assamese	10	9
UG	BA,Economics	36	Higher Secondary	English,Assamese	50	50
UG	BA,Education	36	Higher Secondary	English,Assamese	64	64
UG	BA,English	36	Higher Secondary	English	56	56
UG	BSc,Geography	36	Higher Secondary	English,Assamese	20	18
UG	BA,Geography	36	Higher Secondary	English,Assamese	40	40
UG	BA,Hindi	36	Higher Secondary	Hindi	35	35
UG	BA,History	36	Higher Secondary	English,Assamese	35	35
UG	BA,Home Science	36	Higher Secondary	English,Assamese	15	10
UG	BSc,Home Science	36	Higher Secondary	Assamese,English	5	0
UG	BA,Mathematics	36	Higher Secondary	English	5	2
UG	BSc,Mathematics	36	Higher Secondary	English	67	67
UG	BA,Political Science	36	Higher Secondary	English,Assamese	51	51

UG	BSc,Botany	36		Higher Secondary	English	63	63
UG	BSc,Chemistry	36		Higher Secondary	English	50	50
UG	BSc,Electronics	36		Higher Secondary	English	30	28
UG	BSc,Physics	36		Higher Secondary	English	48	48
UG	BA,Statistics	36		Higher Secondary	Assamese,English	5	0
UG	BSc,Statistics	36		Higher Secondary	English,Assamese	10	9
UG	BSc,Zoology	36		Higher Secondary	English	55	55
UG	BCA,Computer Science	36		Higher Secondary	English	20	17
UG	BA,Physical Education	36		Higher Secondary	English,Assamese	5	0
UG	BSc,Physical Education	36		Higher Secondary	English	5	0
UG	BA,Philosophy	36		Higher Secondary	English	34	34
PG	MA,Assamese	24		B.A	Assamese	31	31
PG	MA,Political Science	24		B.A	English	35	35
PG	MSc,Chemistry	24		B.Sc	English	12	12
PG	MSc,Electronics	24		B.Sc	English	10	7
PG	MA,Mass Communication	24		All Graduate	English	10	6
PG Diploma recognised by statutory authority	PGDCA,Computer Science	24		All Graduate	English	14	14

including university												

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				27				39
Recruited	0	0	0	0	20	7	0	27	26	9	0	35
Yet to Recruit				0				0				4
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				13
Recruited	0	0	0	0	0	0	0	0	7	6	0	13
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				31
Recruited	20	3	0	23
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				33
Recruited	12	21	0	33
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	10	2	0	12	6	0	30
M.Phil.	0	0	0	0	3	0	6	1	0	10
PG	0	0	0	9	2	0	9	2	0	22

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	0	0	2
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	4	6	0	10

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
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	1	0	1
PG	0	0	0	0	0	0	10	11	0	21

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	30	3	0	33

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
PG	Male	41	0	0	0	41
	Female	50	0	0	0	50
	Others	0	0	0	0	0
UG	Male	1211	2	0	0	1213
	Female	1045	0	0	0	1045
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	7	0	0	0	7
	Female	7	0	0	0	7
	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	131	125	109	88
	Female	69	66	65	46
	Others	0	0	0	0
ST	Male	239	233	205	158
	Female	144	123	129	122
	Others	0	0	0	0
OBC	Male	655	620	531	422
	Female	546	443	449	448
	Others	0	0	0	0
General	Male	314	300	262	204
	Female	258	227	230	202
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2356	2137	1980	1690

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Anthropology	View Document
Assamese	View Document
Botany	View Document
Chemistry	View Document
Computer Science	View Document
Economics	View Document
Education	View Document
Electronics	View Document
English	View Document
Geography	View Document
Hindi	View Document
History	View Document
Home Science	View Document
Mass Communication	View Document
Mathematics	View Document
Philosophy	View Document
Physical Education	View Document
Physics	View Document
Political Science	View Document
Statistics	View Document
Zoology	View Document

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3. Extended Profile

3.1 Programme

Number of programs offered year wise for last five years

2016-17	2015-16	2014-15	2013-14	2012-13
33	33	28	26	25

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

Response : 33

How many self-financed Programmes does the institution offer

Response : 3

Number of new programmes introduced during the last five years, if any

Response : 8

Number of UG programmes offered by the College, which are not covered under the Autonomous status of UGC

Response : 0

Number of PG programmes offered by the College, which are not covered under Autonomous status of UGC

Response : 0

Whether the College is offering professional programme

Response : Yes

3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2356	2137	1980	1690	1687

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

2016-17	2015-16	2014-15	2013-14	2012-13
517	418	381	244	313

Total number of outgoing / final year students

Response : 517

Number of students appeared in the University examination year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
728	552	551	332	364

Number of revaluation applications year wise during the last 5 years

2016-17	2015-16	2014-15	2013-14	2012-13
445	354	221	65	25

3.3 Academic

Number of courses in all programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
615	615	557	511	495

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

Response : 615

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

2016-17	2015-16	2014-15	2013-14	2012-13
65	64	62	61	61

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

Response : 78

Number of teachers recognized as guides during the last five years

Response : 3

Number of sanctioned posts year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
66	66	66	66	66

Total number of publications during the last 5 years, which are included in online databases such as SCOPUS, web of science or PubMed/ Indian Citation Index

Response : 127

3.4 Institution

Number of eligible applications received for admissions to all the programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1999	1697	1632	1258	1339

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

2016-17	2015-16	2014-15	2013-14	2012-13
884	801	743	634	633

Total number of classrooms and seminar halls

Response : 49

Total number of computers in the campus for academic purpose

Response : 212

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

2016-17	2015-16	2014-15	2013-14	2012-13
174	164.7	174.1	89.5	142.8

Annual lighting power requirement (in KWH)

Response : 12775

Annual power requirement of the institution (in KWH)

Response : 162363

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curriculum Design and Development

1.1.1 Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the Institution

Response:

The Curricula developed have been strengthened as per local/ national /regional/global Trends/needs. The courses designed by the college intend to provide the students with contemporary knowledge in their field of study. The teaching departments of the science faculty take into consideration the necessity for advancement of the scientific fervour and spreading consciousness regarding scientific advancement. The teaching departments of the Arts faculty have also kept tract with the recent advancement in the field.

In curricula of all the programmes ample emphases have been given with respect to the following parameters.

- Critical thinking
- Effective communication
- Social Interaction
- Effective Citizenship
- Ethics
- Environment and sustainability
- Self-directed and lifelong learning

Special care has been taken with respect to the following points while developing the curriculum of various courses.

1. Developing the capacity to understand and introspect on the nature as well as basic concept of the discipline.
2. To analyse the various concept and theories to introspect on the contemporary developments in the field of study.
3. To study the relevance of the discipline in the allied fields as well as in the broaden society.
4. Developing the inquisitiveness capacity and critical thinking to understand, analyse and introspect on the ideas/ notions/ situation determining the social trends and tendencies.
5. Performance of the on field activities (wherever necessary) as per set norms and prescribed guidelines.
6. Ability to utilise the theoretical knowledge gained in the real life situations for benefit of self and society.
7. To understand and introspect on the values/ideas that shape human life and humanity at large.
8. Analyse the theories governing the complex mechanism of human thoughts and nuances formulating the notions of humanity and human society.
9. Open prospects of interpreting an event, a development from a diversity of perspectives for the sake

of social mobility and multi-culturalism.
10. Co-existence of contradictory and divergent views of life by understanding them and accepting their own after thorough rational self-introspection.

1.1.2 Percentage of programs where syllabus revision was carried out during the last five years

Response: 100

1.1.2.1 How many programs were revised out of total number of programs offered during the last five years

Response: 33

File Description	Document
Minutes of relevant Academic Council/BOS meeting	View Document
Details of program syllabus revision in last 5 years	View Document

1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development

Response: 4.35

1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
25	25	25	23	23

File Description	Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Program/ Curriculum/ Syllabus of the courses	View Document
Average percentage of courses having focus on employability/ entrepreneurship	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years

Response: 100

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

Response: 615

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Minutes of relevant Academic Council/BOS meetings	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 30.3

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

Response: 10

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Institutional data in prescribed format	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:

A sizeable number of U.G, and P.G. courses offered in North Lakhimpur College (Autonomous) address human values, Professional ethics, Gender, Environment and Sustainability directly or indirectly. All the U.G. students are compulsorily taught a paper on Environmental Studies. Women issues, women related courses/topics are incorporated in the curriculum. Most of the UG courses in Arts have the components related to gender studies, gender sensitisation and participation.

Three courses in B.A (Anthropology) programme (CT-3-ANTH-402, 505 and 602) address different topics in social aspects related to different forms of marriage, environmental issues & Disaster Management and

Displacement, and certain moral aspects of human existence and problems of development with special reference to tribal and other backward communities of India.

CT-4-BOT-606 course in Botany deals with environmental aspects like scope of plant ecology, Pollution of air, water, soil and its impact on our environment, global climatic change -global warming, green house effect and ozone layer depletion; concept of sustainable developments.

CT-3-CHE-603 course in Chemistry is designed to generate awareness on the basics of green chemistry and applications of green chemistry in everyday life.

Three courses in B.A/B.Sc. (Economics) programme (CT-5-ECO-402, 505 and 602) address conceptual issues of poverty and inequalities with Indian perspective, population studies and policies and with the basic concepts of environmental economics.

Seven courses in B.A. (Education) programme (CT-5-EDU-101, 201,401, 402, 502 and CT-4-EDU-301) offer topics related to role of education for the socially and economically disadvantaged sections of the Society, importance of psychological thinking in Education, Women's Education, and ethical aspects on Indian educators and child psychology.

Two courses in B.A. (English) programme (CT-5-ENG-503 & 603) make the students aware of the life of the marginalized communities and the various nuances of feminism.

The CT-5-GEO-301 course in B.A/B.Sc (Geography) programme addresses the various aspects of climate and environmental problems and their mitigation from sustainable development perspectives.

Two courses in B.A. (Hindi) programme (CT-5-HIN-201 & 402) discuss feminist issues.

Two courses in B.A. (History) programme (CT-5-HIS-601 & 602) address the new discipline of ecological and environmental history and the Feminist Movement respectively.

Two courses in B.A./B.Sc. (Home Science) programme (CT-3-HSC-201 & CT-5-HSC-603) are structured to acquaint the students with various aspects of Child Development and certain social aspects of population

Seven courses in B.A. (Philosophy) programme (CT-5-PHI-101, 401, 402, 604 & CT-4-PHI-504,505, 605) offers courses on Indian, western ethics, philosophy of religion, and Bhagavad Gita.

Three courses in B.A. (Political Science) programme (CT-4-PSC-602, CT-4-PSC-603 & ET-5-PSC-501) offers courses on human rights, women studies and Rural Development.

CT-4-STS- 503 course in B.A/B.Sc (Statistics) programme provides the basic concepts and issues concerning population and census.

CT–3–ZOO–601 course in B.Sc (Zoology) focuses on the Conservation of the Animal Kingdom.

The PG programme in Mass Communication is designed to promote understanding and training in the field of mass media and Professional ethics.

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

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

Response: 6

1.3.2.1 How many new value-added courses are added within the last 5 years

Response: 6

File Description	Document
List of value added courses	View Document
Brochure or any other document relating to value added courses	View Document

1.3.3 Average percentage of students enrolled in the courses under 1.3.2 above

Response: 8.38

1.3.3.1 Number of students enrolled in value-added courses imparting transferable and life skills offered year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
80	55	284	252	113

File Description	Document
List of students enrolled	View Document

1.3.4 Percentage of students undertaking field projects / internships

Response: 75.62

1.3.4.1 Number of students undertaking field projects or internships

Response: 1787

File Description	Document
List of programs and number of students undertaking field projects / internships	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents for design and review of syllabus Semester wise /year wise

A. Any 4 of above

B. Any 3 of above

C. Any 2 of above

D. Any 1 of above

Response: A. Any 4 of above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrolment and Profile

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

Response: 0.12

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

2016-17	2015-16	2014-15	2013-14	2012-13
5	4	0	1	2

File Description	Document
List of students (other states and countries)	[View Document]
Institutional data in prescribed format	[View Document]

2.1.2 Demand Ratio(Average of last five years)

Response: 1.88

2.1.2.1 Number of seats available year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1056	905	812	765	685

File Description	Document
Demand Ratio (Average of Last five years)	[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

2016-17	2015-16	2014-15	2013-14	2012-13
884	801	743	634	633

File Description	Document
Average percentage of seats filled against seats reserved	[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:

Students after admission are assessed by intra-institutional evaluation methods of the institution, which can be outlined by taking into account the six major test apparatus presented below.

1. UNIT TESTS: These tests are held every fortnight unless they are substituted by sectionals. The main aim of these tests is to keep the students rigorously in touch with the progress of the course.
2. SESSIONAL TESTS: Utmost care is taken to hold atleast two sessional tests out of the six taught months of the academic session. The scope of these tests is wider than the unit tests. They generally cover the course details of the entire period.
3. STUDENT SEMINARS: There is a seminar session on every Saturday of a week. These seminars are basically centred on course-related areas that both the students and the teachers think worthwhile for more elaborate discussion. Free thinking, originality of thought and beauty of presentation are the three guiding principles of these seminars.
4. GROUP DISCUSSION: There is provision for Group Discussions on topics from respective curricula.
5. ESSAY COMPETITIONS: There are two-three essay competitions organized both at the intra-college level and at the inter-college level.
6. HOME ASSIGNMENTS: Students are asked to do various writing assignments. Each and every teacher is keen to get the students in line with the progress of the syllabus and assignments are given to them to practice those areas that need to be reinforced.

The advanced learners and slow learners of a subject are identified by the concerned faculty, based on their performance in IA, and semester-end examination. They are also identified based on their active participation, involvement, performance in the class room/practical hall dynamics. Accordingly, subject wise, paper wise, practical wise strategies are adopted.

Specific strategies for the Advanced Learners:

- Provision of additional learning – reference material – E-Books, Review Articles, Reports, and Internet surfing.
- Assignment preparation on current and latest topics based on reference books, and Internet surfing.
- Student Seminars on selected reference topics.
- Participation in Quiz, Debate and Problem Solving – Decision Making Exercises.
- Student Project Work based on theoretical data/practical work/survey data/ case studies.

- Projecting them as "Team Leaders and Facilitators of Teams", comprising fast, medium and slow learners.

* Strategies for slow learners:

- Tutorials, discussions, interactions and remedial coaching.
- Personal, academic and social counselling.
- Concept clarification and problem solving exercises.
- Bilingual explanations and discussions.
- Provision of simple but standard lecture notes/course material.
- Revision of topics and practicals (not as punishment but as amelioration method).
- Making them part of student teams wherein there is a admixture/blend of fast, medium and slow learners. Here, as a "team dynamics – cooperative efforts", the slow learner experience adoptability, develop self esteem, self respect and confidence.
- Steps to enhance their communication skills, art of reading – learning.
- Trial tests and mock examinations.
- Monitoring their progress at every IA and semester-end examinations.

File Description	Document
link for additional information	[View Document](#)

2.2.2 Student - Full time teacher ratio

Response: 24.36

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.21

2.2.3.1 Number of differently abled students on rolls

Response: 5

File Description	Document
Institutional data in prescribed format	[View Document](#)
List of students(differently abled)	[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:

The learning process is student-centred in North Lakhimpur College.

Participatory learning activities like presentation of seminars and assignments/project work, collection of information from Internet, is encouraged. The Seminar method, in which students themselves are guided to present topics for the class, is widely used. Peer teaching and learning through group academic activities such as projects and presentations help students to take responsibility for what is learnt. A good Library and access to online resources help the student to gain competency in reference work and research.

Experiential learning is used in the departments like Education, science departments, Journalism and Mass Communication, etc., where student has to undertake project work, field work where self learning by students is core of the work. Such activities contribute to self management of knowledge development, skill formation in the student and provides requisite platform to the student to become confident and self reliant. The college biotech hub also offers hands-on-training to students on various aspects of life sciences. The college also has a digital library and two language laboratories in which the students can enhance their learning ability and language skill.

Our unique approach to student learning prepares the students for the challenges of life and work. The aim is to help the students to fulfil their intellectual and personal potential in a way that significantly contributes to each and every role they play in society. Apart from the class seminars the teachers also engage the students in limited tutorial classes in the college, which gives an opportunity for mutual interaction between the teachers and students. Such academic counselling is helpful to the students for personality development and to have clear academic conception and to develop problem solving ability. There is also provision for mentors/advisors for each class or group of students for academic and personal guidance. The students are divided into groups and each group is provided with mentor/advisor to provide academic and personal guidance to the needy students. Moreover, civic activities and problem solving abilities are developed among the students through NCC and NSS wings of the college.

The thrust area identified is to affect a paradigm shift in the knowledge delivery system. We visualize, in the immediate future, a smooth transition to digital learning without sacrificing the strengths of the conventional class room.

File Description	Document
Link for Additional Information	View Document

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

Response: 80.41

2.3.2.1 Number of teachers using ICT

Response: 78

File Description	Document
List of teachers (using ICT for teaching)	View Document

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

Response: 30.29

2.3.3.1 Number of mentors

Response: 78

File Description	Document
Year wise list of number of students, full time teachers and mentor/mentee ratio	View Document

2.3.4 Preparation and adherence to Academic Calendar and Teaching plans by the institution

Response:

The college Academic Council prepares the academic calendar on the eve of the academic session and it is duly approved by the Governing Body of the College. The schedule of teaching and examinations in the college are conducted in a planned manner guided by the Academic Calendar. All the departments under guidance of experts prepare 'teaching plan' to conduct the course in an efficient manner. A combination of teacher supervised and teacher independent learning activities at individual and group levels are integrated into the system learning such that students are optimally involved in assessment of their own progress through faculty and peer feedback. Students are assessed by intra-institutional evaluation methods of the institution. Details of Academic Calendar (https://nlc.ac.in/cms/index.php/main/pg/Academic_Calendar) and sample Teaching plans (https://nlc.ac.in/cms/index.php/main/pg/TeachingPlan) are uploaded in the College website.

2.4 Teacher Profile and Quality

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

Response: 94.85

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

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

Response: 38.87

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

2016-17	2015-16	2014-15	2013-14	2012-13
29	27	24	23	19

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 of full time teachers in number of years

Response: 11.48

2.4.3.1 Total experience of full-time teachers

Response: 1114

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	[View Document](#)

2.4.4 Average 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: 2.22

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

2016-17	2015-16	2014-15	2013-14	2012-13
3	1	0	0	3

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of award letters (scanned or soft copy)	[View Document](#)

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

last five years

Response: 2.73

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	2	2	2	2

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

2.5 Evaluation Process and Reforms

2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results during the last five years

Response: 27.4

2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
34	33	35	35	0

File Description	Document
List of programs and date of last semester and date of declaration of result	View Document

2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

Response: 0

2.5.2.1 Number of complaints/grievances about evaluation year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of complaints and total number of students appeared year wise	[View Document]

2.5.3 Average percentage of applications for revaluation leading to change in marks

Response: 45.86

2.5.3.1 Number of applications for revaluation leading to change in marks year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
256	174	103	26	9

File Description	Document
Year wise number of applications, students and revaluation cases	[View Document]

2.5.4 Positive impact of reforms on the examination procedures and processes including IT integration and continuous internal assessment on the examination management system

Response:

The College follows CBSS (choice based semester system) for UG and PG programmes. Usually two exams are conducted per year after the end of each semester at both UG and PG levels. The UG and PG examination is conducted in the following way as per the regulations of examination manual. Course wise/programme wise time table is published and announced well in advance. For each examination one external Senior Supervisors is nominated. The Principal or his nominee acts as Internal Senior Supervisor and also Custodian of Question papers. Immediately after the examination, written answer books of students are sent to university in sealed cover to office of the controller for coding and central valuation.

Usually, three sets of question papers are set at UG level and two sets for PG level per each paper/subject. Any one of them is randomly picked up for final printing ensuring complete confidentiality. Moderation of the question papers is done at both UG and PG levels. The moderation of question papers is done by Examiners consisting of both internal as well as external examiners, appointed/nominated by the Governing Body/Academic Council/Examination Committee of the University. There is moderation of valued answer scripts at UG level.

The evaluation process has been made transparent. The college monitors the performance of the students on the basis of continuous internal assessment (25% weight-age) and semester examinations at UG and PG levels (80% weight-age). The internal assessment marks are shown to the students in the class room itself.

A candidate shall be declared as passed a course, provided he/ she secures at least 40% marks in the course in the End-Semester Examination and at least 40% marks in the aggregate in the 'In' and 'End' Semester Examination.

The method of evaluation involves coding and decoding at both UG and PG levels to ensure unbiased evaluation. At both UG and PG level there is single, central evaluation procedure at the College evaluation section. Double evaluation with a scope for third valuation exists at both UG and PG level. The questions framed have modularity and the students are able to estimate their scores. If the expectations of the students are different from the marks secured, the student can go for re-valuation, if he/she desires. Absolute Grading system has been followed. The Parent University awards the degree to the students evaluated and recommended by North Lakhimpur College.

The examination system is automated. The marks cards, ledgers, issue of hall tickets, allocation of register numbers, marks card, issuance of passing certificates etc. have been computerized and a centrally monitored data base system has been created. The marks per paper of student are entered to computers by two operators separately to ensure correct feeding. Further examination software generates the results. The whole examination cell is under CC TV surveillance. The final results of the students at various examinations are communicated to the stakeholders through the publication of the results on the Internet or University Website. There is a provision to download the results from the Internet directly.

2.5.5 Status of automation of Examination division along with approved Examination Manual
A. 100% automation of entire division & implementation of Examination Management System (EMS)

B. Only student registration, Hall ticket issue & Result Processing

C. Only student registration and result processing

D. Only result processing

Response: B. Only student registration, Hall ticket issue & Result Processing

File Description	Document
Current manual of examination automation system and Annual reports of examination including the present status of automation	View Document
Annual reports of examination including the present status of automation	View Document
Current Manual of examination automation system	View Document

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:

PO (Science and Arts)

In curricula of all the programmes ample emphases have been given with respect to the following parameters.

- **Critical thinking**
- **Effective communication**
- **Social Interaction**
- **Effective Citizenship**
- **Ethics**
- **Environment and sustainability**
- **Self-directed and lifelong learning**

PSO (Science)

1. Developing the capacity to understand and introspect on the nature as well as basic concept of the discipline.
2. To analyse the various concept and theories to introspect on the contemporary developments in the field of study.
3. Performance of the laboratory and other technical/hands-on component of the course (s) as per set standards and prescribed guidelines.
4. To study the relevance of the discipline in the allied fields as well as in the broaden society.

PSO (Arts)

1. Developing the inquisitiveness capacity and critical thinking to understand, analyse and introspect on the ideas/ notions/ situation determining the social trends and tendencies.
2. To analyse the various ideas/concepts/theories to introspect on the contemporary developments in the field of study and asses its relevance.
3. Performance of the on field activities (wherever necessary) as per set norms and prescribed guidelines.
4. Ability to utilise the theoretical knowledge gained in the real life situations for benefit of self and society.

PSO (Humanities)

1. To understand and introspect on the values/ideas that shape human life and humanity at large.
2. Analyse the theories governing the complex mechanism of human thoughts and nuances formulating the notions of humanity and human society.

3. Open prospects of interpreting an event, a development from a diversity of perspectives for the sake of social mobility and multi-culturalism.

4. Co-existence of contradictory and divergent views of life by understanding them and   accepting their own after thorough rational self- introspection.

Course Outcome

CO- The courses designed by the college intend to provide the students with contemporary knowledge in their field of study. The teaching departments of the science faculty take into consideration the necessity for advancement of the scientific fervour and spreading consciousness regarding scientific advancement. The teaching departments of the Arts faculty has also kept tract with the recent advancement in the field. Examples of some departments are being given this regard. Further details have been given in the tabular form.

Mechanism of Communication

- The College publishes prospectus annually giving all the academic outcomes and is made available to students.
- Programme structure and outcome is hosted on College Website.
- The College also publishes booklet and campus related news paper for stating programme outcomes.
- The continuous monitoring of the Grade Point Average enables the student, parent and teacher to monitor the progress.
- The IQAC is responsible for analysing whether the programme outcomes have been satisfactory or not and suggest remedial and corrective measures wherever necessary
- The authority adopts mechanism like random interaction with students and other stakeholders, unintimated and sudden visits to the teaching departments to assess the programme outcomes.

File Description	Document
COs for all courses (exemplars from Glossary)	View Document
Link for Additional Information	View Document

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

Response:

The learning outcomes for each course are gauged from the bar graphs prepared for each course which show at a glance the performance of the whole group. A normal curve would indicate a performance that is expected. However, if the curve is weighted toward either side, this could indicate that the question paper is either too demanding for the group or not challenging enough. A reflection on this helps the teacher of the course to make changes for the next year. This process has also provoked some departments to change

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the syllabi for some courses, as they were found too challenging for the first year students who were found to not have their basic concepts clear enough. Courses in the first semester then concentrated on basic concepts, leaving the second and subsequent semesters to do more challenging work.

The college follows the DMAIC pattern to evaluate/ judge attainment of programme outcomes, programme specific outcomes and course outcomes where:
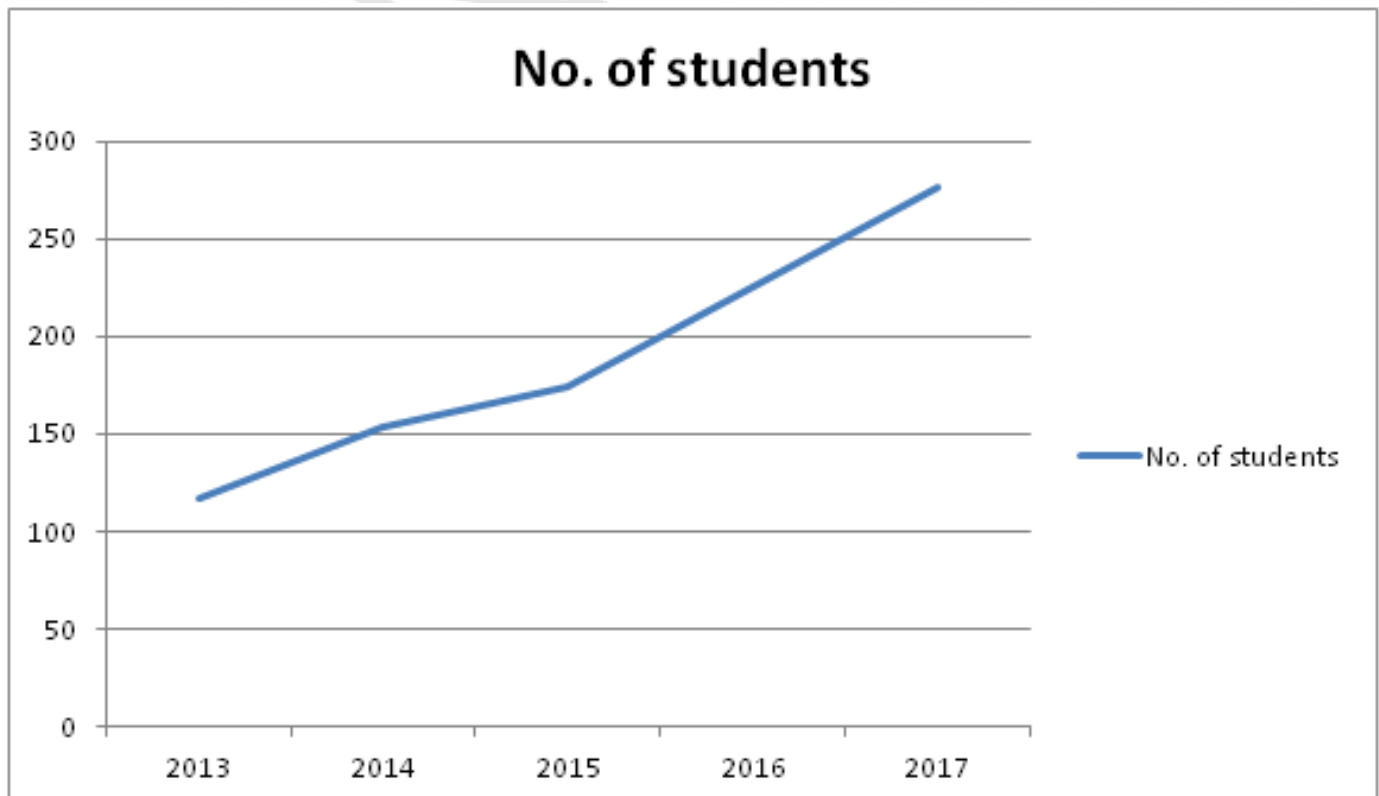
'D' stands for define

'M' stands for measure

'A' stands for analyse

'I' stands for improve

'C' stands for control

The parameters of critical thinking, effective communication, social interaction, effective citizenship, ethics, environment and sustainability and self-directed and life-long learning define the institution's approach towards improving the standards of programme outcomes.

One tool for measurement of outcomes is the progression of the students in higher education. The following graph is indicative of the outcome of the academic programmes in terms of being selected in various universities of the country as, according to Silke Schneider, educational attainment is intended to measure the final state of formal education for any individual, in terms of how much and what kind of education an individual has completed, irrespective of more formal types of life-long learning.

The IQAC is responsible for analysing whether the programme outcomes have been satisfactory or not and

suggest remedial and corrective measures wherever necessary. The feedback collected from the students serve as an important tool to judge as to whether the authority is in the right track in maintaining the standards of quality or not. After analysis of the feedback the findings are forwarded to the authority for necessary action.

Steps to improvise on the deficient aspects are immediately taken. The upward trend of the graduates of the college getting seats in institutions of higher education may be read as a positive programme outcome. Further the bench marking standards are discussed upon so that the programme and programme specific outcomes are achieved in letter and spirit.

After achievement of a satisfactory level in the programme outcomes the college strives to sustain the level of quality reached. The authority and IQAC adopts mechanism like random interaction with students and other stakeholders, unintimated and sudden visits to the teaching departments to assess the teaching-learning process which is one of the primary parameters in determining healthy programme outcomes. As of now the college can be said to have successfully maintained/ controlled healthy achievement rates.

File Description	Document
Link for Additional Information	[View Document](#)

2.6.3 Average pass percentage of Students

Response: 71.02

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

Response: 517

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

Response: 728

File Description	Document
List of programs and number of students passed and appeared in the final year examination	[View Document](#)
Link for annual report	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Database of all currently enrolled students	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1 The institution has a well defined policy for promotion of research and the same is uploaded on the institutional website

Response: Yes

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View Document
URL of Policy document on promotion of research uploaded on website	View Document

3.1.2 The institution provides seed money to its teachers for research (average per year)

Response: 0.16

3.1.2.1 The amount of seed money provided by institution to its faculty year wise during the last five years(INR in lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.80	0	0	0	0

File Description	Document
Minutes of the relevant bodies of the Institution	View Document
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View Document
List of teachers receiving grant and details of grant received	View Document

3.1.3 Number of teachers awarded international fellowship for advanced studies/ research during the last five years

Response: 0

3.1.3.1 The number of teachers awarded international fellowship for advanced studies / research year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of teachers and their international fellowship details	[View Document](#)

3.1.4 Institution has the following facilities

   1. **Central Instrumentation Centre**
   2. **Animal House/Green House / Museum**
   3. **Central Fabrication facility**
   4. **Media laboratory/Business Lab/Studios**
   5. **Research / Statistical Databases**

A. Any four facilities exist

B. Three of the facilities exist

C. Two of the facilities exist

D. One of the facilities exist

Response: A. Any four facilities exist

File Description	Document
Link to videos and photographs geotagged	[View Document](#)

3.2 Resource Mobilization for Research

3.2.1 Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution during the last five years(INR in lakhs)

Response: 0

3.2.1.1 Total Grants for research projects sponsored by the government/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)

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2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of project and grant details	View Document

3.2.2 Number of research centres recognised by University and National/ International Bodies

Response: 2

3.2.2.1 **Number of research centres recognised by University and National/ International Bodies**

Response: 2

File Description	Document
Names of research centres	View Document

3.2.3 Percentage of teachers recognised as research guides

Response: 3.09

3.2.3.1 **Number of teachers recognised as research guides**

Response: 3

File Description	Document
Details of teachers recognized as research guide	View Document

3.2.4 Average number of research projects per teacher funded by government and non-government agencies during the last five years

Response: 0.29

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

Response: 23

File Description	Document
List of research projects and funding details	[View Document](#)
Supporting document from Funding Agency	[View Document](#)
link to funding agency website	[View Document](#)

3.3 Innovation Ecosystem

3.3.1 Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge

Response:

North Lakhimpur College (Autonomous) believes in creation of platforms that can enrich the existing repository of knowledge and its dissemination for the sake of the students and society at large. Though there is no central incubation centre in the institution as such but the Placement and Counseling Cell of the college under the Training and Placement Officer makes every possible arrangement for giving the students suitable platforms so that they can prepare themselves for facing the future challenges in the matter of finding out livelihood avenues in this knowledge centric world. The college firmly believes in giving them suitable exposure to the students before appearing in the various competitive examinations. The Department of Assamese conducts mock NET/ SET for its post graduate students so that they get a feel of the actual examination before they appear in the said examinations. The results have been healthy with a as many as 3 getting JRF and 13 qualifying for Lecturership from 2015 to 2017. The Training and Placement Officer has also plans of distributing application forms of various competitive examinations free of cost to the interested students as well as helping the students in filling up online forms for entrance tests to the various universities of the country.

In the field of sports the college can boast of incubating some very good talents who have done very well at university, district, state and national level competitions. Nadi Nandana Saikia has bagged bronze medal in 4th International Shotokai Karate-Do Championship, 2017. The college athletics team has got the best team award in the Dibrugarh University Inter College Athletics Tournament for 3 successive years in 2015, 2016 and 2017. The college boasts of being the incubating ground of Chitrajyoti Medak who was part of the India Junior Handball team that toured Bangladesh in 2016. Further athletes from the college have won medals in East Zone Athletics Tournament organized by Indian Athletics Federation in 2016 and 2017.

The college has performed well in the music and cultural events at the university and state levels. The students are provided with the best possible facilities and training so that they may develop themselves into quality singers, dancers, actors in future. As a proof of the institution's successful incubation of talents in the field of music and culture the college team has bagged the best team award for 3 successive editions from 2015 to 2017. The college drama team bagged the first prize in State Level one act play competition in 2017 conducted by Cotton University in 2017.

There is a forum named Dialogue that conducts regular training and orientation programmes for the prospective and interested debators of the institution.

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

Response: 2

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	0	0	0

File Description	Document
Report of the event	[View Document]
List of workshops/seminars during the last 5 years	[View Document]

3.3.3 Number of awards for innovation won by institution/ teachers/ research scholars/students during the last five years

Response: 0

3.3.3.1 Total number of awards for innovation won by institution/teachers/research scholars/students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of innovation and award details	[View Document]

3.3.4 Number of start-ups incubated on campus during the last five years

Response: 6

3.3.4.1 Total number of start-ups incubated on campus year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
6	0	0	0	0

File Description	Document
List of startups details like name of startup, nature, year of commencement etc	View Document
Contact details of the promoters for information	View Document
e- sanction order of the Institution for the start ups on campus	View Document

3.4 Research Publications and Awards

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

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document

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

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document
List of Awardees and Award details	View Document

3.4.3 Number of Patents published/awarded during the last five years

Response: 1

3.4.3.1 Total number of Patents published/awarded year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Any additional information	View Document
List of patents and year it was awarded	View Document

3.4.4 Number of Ph.D.s awarded per teacher during the last five years

Response: 0.67

3.4.4.1 How many Ph.Ds are awarded within last 5 years

Response: 2

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	
URL to the research page on HEI web site	

3.4.5 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.41

3.4.5.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
22	28	30	23	24

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

3.4.6 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: 0.42

3.4.6.1 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

2016-17	2015-16	2014-15	2013-14	2012-13
21	20	28	32	30

File Description	Document
List books and chapters in edited volumes / books published	

3.4.7 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Response: 1.71

3.4.7.1 Total number of citations received by publications in the last 5 years, which are included in online databases such as SCOPUS, web of science or PubMed/ Indian Citation Index

Response: 217

File Description	Document
BiblioMetrics of the publications during the last five years	

3.4.8 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution

Response: 13.2

3.4.8.1 Number of citations received by individual research publications in the last 5 years

Response: 132

3.4.8.2 Number of publications receiving proportionately maximum number of citation in the last five years

Response: 10

File Description	Document
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	

3.5 Consultancy

3.5.1 Institution has a policy on consultancy including revenue sharing between the institution and the individual

Response: Yes

File Description	Document
Soft copy of the Consultancy Policy	[View Document](#)
URL of the consultancy policy document	[View Document](#)

3.5.2 Revenue generated from consultancy during the last five years

Response: 0

3.5.2.1 Total amount generated from consultancy year wise during the last five years (INR in lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of consultants and revenue generated by them	[View Document](#)

3.5.3 Revenue generated from corporate training by the institution during the last five years

Response: 1.26

3.5.3.1 Total amount generated from corporate training by the institution year wise during the last five years (INR in lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.25820	0	0	0	0

File Description	Document
List of teacher consultants and revenue generated by them	[View Document](#)
Audited statements of account indicating the revenue generated through training	[View Document](#)

3.6 Extension Activities

3.6.1 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:

The college promotes a well knit college-neighbourhood network in which students acquire service training. Such training contributes not only to sustained community development but also ensures value addition to these programmes. The various departments of the college are involved in extension activities through projects aimed at gender empowerment, environmental protection, human rights, peace and conflict issues and socio-economic-cultural studies. The institutional biotech hub of the college organises many extension and outreach programmes to popularise biotechnology among the masses. The NSS units of the college actively participated in many community services like Cleaning the environment, Plantation of trees and plants, Literacy mission, Community health programs, Blood donation camps, Scientific temper and rationality and rehabilitation of victims, Flood relief etc. The Cine Club of the college also organises film festivals and shows films on various social issues in the neighbouring areas of the college.

Such extension activities have made significant impact on the community and students. Students are taught about the civic activity through such extension programme. Many NGOs involve with the NSS Units of the college in extension activities in flood ridden area of the district. Such activities have helped in improvement of the lifestyle of the community, particularly in rural areas and to create scientific temper among the rural population. These programmes have brought out the awareness about human rights and need for value education.

File Description	Document
link for additional information	[View Document](#)

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

Response: 1

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)
e-copy of the award letters	[View Document](#)

3.6.3 Number of extension and outreach programs conducted in collaboration with industry,

community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

Response: 7

3.6.3.1 Number of extension and outreach programs conducted in collaboration with industry,community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc.,year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	3	0	0

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

3.6.4 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: 19.08

3.6.4.1 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

2016-17	2015-16	2014-15	2013-14	2012-13
250	307	230	385	608

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	[View Document](#)

3.7 Collaboration

3.7.1 Number of Collaborative activities for research, faculty exchange, student exchange per year

Response: 0.2

3.7.1.1 Total number of Collaborative activities for research, faculty exchange, student exchange year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	[View Document](#)

3.7.2 Number of linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the last five years

Response: 4

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

2016-17	2015-16	2014-15	2013-14	2012-13
3	1	0	0	0

File Description	Document
Details of linkages with institutions/industries for internship	[View Document](#)
e-copies of linkage related Document	[View Document](#)

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

Response: 6

3.7.3.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	4	1	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
e-copies of the MoUs with institution/ industry/ corporate house	View Document

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 college has adequate facilities for quality teaching-learning experience of the students. The 47 classrooms are well lit and 15 of them have LCD facility which enliven and enrich the teaching-learning process. The laboratories are well equipped and have been constructed and maintained in line with the standards set by the statutory authorities. The laboratory of the Department of Zoology has been recognized by Dibrugarh University as being fit for carrying out research activities. There are 8 computer laboratories, 2 language laboratories and 1 central instrumentation room for the benefit of the students. The Department of Biotechnology, Government of India has established Institutional Biotech Hub for furthering research in the field of Biotechnology.

File Description	Document
Link for Additional Information	View Document

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

Response:

For development of talent of the students in the fields of drama, music, dance the college has a well built stage and good stick of musical instruments. There is an auditorium with a seat capacity of 900 audiences.

Stage size: 45 ft. X 34 ft. = 1530 sq. ft. = 142.14 sq. m

Auditorium size: 881.97 sq. m

The college has a good track record in sports events in the university, state and national levels. There exists healthy infrastructure for use and benefit of students.

Volleyball court: 56 ft X 34 ft = 1904 sq. ft. = 176.89

Basketball court: 703.16 sq. m

Outdoor games field: 125644.7 sq. m

Indoor stadium: 882.9 sq. m

Gymnasium: 47 ft. X 21 ft. = 987 sq. ft.

Further, a synthetic athletic track funded by the Ministry of Sports and Youth Affairs, Government of India worth Rs. 5 crore is under construction.

File Description	Document
link for additional information	[View Document](#)

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

Response: 34.69

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 17

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: 40.59

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five years (INR in lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
88.87	62.23	65.68	46.05	35.59

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)
Audited utilization statements	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

The North Lakhimpur College Library was established in 1952. The library has a collection of 50,000 reading materials which includes texts, references, rare books, special collection of books on Human Rights, Medicinal Plants, Gandhian Thoughts, etc. Local Area Network (LAN) using SOUL software has been installed for automating in-house activities and services of the library along with bar-coding facility for fast transaction of the library resources. The Online Public Access Catalogue (OPAC) is made available to the users to identify the status of availability of documents in the library. The Library has been one of the active members of the INFLIBNET, Ahmedabad. The library has been provided with internet connectivity for accessing e-resources. The library has also Digital Database *(North Lakhimpur College Digital Library)* with the URL*- northlakhimpurcollegedigitallibrary.com*

- Name of the ILMS software: SOUL
- Nature of automation (fully or partially):   Partially
- Version: 2.0.0.12
- Year of automation: 2011

File Description	Document
link for additional information	View Document

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

Response:

4.2.2	The following reading materials are included in our rare collections as they are not easily available i academic as well as of national importance. **Collection of rare books, manuscripts, special reports or any other knowledge resources for libr**

Sl. No.	Name of the Book	Author	
1.	Hastividyarnava (Printed form of Manuscript)	Dr. Pratap Chandra Choudhury	
2.	India's Struggle for Independence (Visuals and Documents)	Publication Department, NCERT	
3.	Auniati Sattrar Buranji	Tirthanath Sarmah	
4.	Gita Govinda in tha Assam School of Painting	Kapila Vatsyayan Maheswar Neog	
5.	Gandhiji's correspondence with the Government 1944-47	Pyarelal	
6.	Economic Consequences of Divided India (1st Edition)	C.N. Vakil	

7.	Antiquities of India	L.D. Barnett	
8.	The Educational Policy of the East India Company in Bengal to 1854 (1st Edition)	D.P. Sinha	
9.	A Study on Kamrupia: A Dialect of Assam	Upendranath Goswami	
10.	Ethnic Affinities of the Rabha	Bhuban M. Das	
11.	Aspects of Early Assamese Literature	Publication Board, Gauhati University	
12.	Report on the Province of Assam	A.J. Moffatt Mills	
13.	The Correspondence of Lord William Cavendish Bentinck, Volume-II.1832-1835	C.H. Philips	
14.	Constitutional Relations Between Britain and India, The Transfer of Power 1942-47, Shimla Conference	Nicholas Mansergh	
15.	Gandhiji's Correspondance with the Government 1944-47	Pyarelal	
16.	Nehru's Emissary to Kashmir (October 1947)	Major General Hiralal Atal	
17.	Economic Consequences of Divided India: A study of the Economy of India and Pakistan	C.N. Vakil	
18.	**The Vedic Age,** Bharatiya Vidya Bhavan's History and Culture of the Indain People, Volume 1	R.C. Majumdar A.D. Pusalker A.K. Majumdar	
19.	Vedakasarodwar	Late. Kabiraaj Dharmanath Tarktirth Pratap Chandra Choudhury	

File Description	Document	
link for additional information	View Document	

4.2.3 Does the institution have the following

   1. e-journals
   2. e-ShodhSindhu
   3. Shodhganga Membership
   4. e-books
   5. Databases

Any 4 of the above

Any 3 of the above

Any 2 of the above

Any 1 of the above

Response: 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: 2.28

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

2016-17	2015-16	2014-15	2013-14	2012-13
2.08	2.88	2.29	2.18	1.99

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

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 10.16

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

Response: 250

File Description	Document
Details of library usage by teachers and students	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

- The College has three Central Computer Centre for providing academic computing facilities to the faculty and students.
- All the Departments have been provided with computers, printers and multimedia projectors. A few Departments have established computer facilities for the benefit of the students and the faculty (e.g. Chemistry, Electronics, Statistics, Assamese and Mathematics).
- The computers in large class rooms and in some teaching departments are interfaced with LCDs to train and develop Power Point presentations
- 10 – Interactive boards are installed.
- The library also extends computers and Internet facility from Virtual Learning Resource Centre.
- SOUL software package is being used in the library for issue and receipt purposes. The library has OPAC facility.
- All the sections of office (Administration, Academic, Finance etc.) have been provided with computer facilities.
- The examination section is also computerised.
- In all there are around 200 computers in the college.
- College has its own Websites.
- College admission process is fully computerized.
- All the Teaching, Library and Administrative departments of the college are linked with BSNL broadband connection.
- There is a Reliance Jio WiFi connection in the college.
- One fully digitalized classroom with video conference facilities
- Two up to date language laboratory
- Virtual/Digital library facilities.

Wifi (BSNL – Ernet) updation date – 20/01/2015

Wifi (Reliance – Jio) updation date – 29/08/2015

4.3.2 Student - Computer ratio

Response: 11.15

File Description	Document
Student - Computer ratio	[View Document](#)

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

<5 MBPS

5 MBPS - 20 MBPS

20 MBPS - 35 MBPS

35 MBPS - 50 MBPS

Response: <5 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	[View Document](#)

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](#)
Link to photographs	[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: 99.99

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)

2016-17	2015-16	2014-15	2013-14	2012-13
174	164.7	174.1	89.5	142.76

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	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:

Maintenance of laboratory infrastructure and facilities

The purchase of laboratory equipments and other chemicals, specimen etc. is done by the Purchase Committee of the college as per requirement sent by the teaching departments. Major constructions are supervised by the Construction Committee of the college while minor repair works are done under supervision of the concerned department.

Maintenance of Library

There is a Library Committee which is responsible for making necessary purchases as per recommendations received from the teaching departments of the college. The committee shall periodically take stock of the functioning of the library.

Maintenance of sports facilities

There is a Sports Facilities Committee for making necessary purchases as per recommendations received from the games and sports sections of the college and other empowered personnel. The committee is responsible for maintenance and up gradation of sports infrastructure and facilities of the college.

Maintenance of IT facilities

There is a IT Facilities Committee for making necessary purchases as per recommendations received from the teaching departments/ administrative office of the college. The committee take stock of the IT infrastructure of the college and is responsible for timely up gradation of the IT resources as and when necessary.

Student support and welfare

There are various sub-committees to look into matters of support services for the students as well as their welfare. The Principal shall be the Chairman of all such bodies. There is a sub-committee responsible for maintenance of the college canteen. The sub-committee for hostel management ascertain smooth administrative functioning of the hostels. The sub-committee for health care is responsible for managing the health centre of the college. The sub-committee on stress management conduct counselling sessions for the needy students as well as oversee the conduct of the yoga sessions specially conducted for stress management of the students in co-ordination with the HoD, Department of Physical Education of the college.

Academic support

The college has an elaborate academic support mechanism. All the teaching departments have their Board of Studies for framing syllabi and Academic Council. The Examination Cell is engaged in conduct of examination, verification of answer script in the presence of students and in addressing other examination related issues. The authority engages part-time teachers and guest teachers in addition to the regular teachers for the benefit of the learners. Academic support to the students is also provided by conducting tutorial sessions and remedial classes.

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: 29.22

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

2016-17	2015-16	2014-15	2013-14	2012-13
1117	720	568	355	258

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)
upload self attested letter with the list of students sanctioned scholarships	[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: 0.43

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

2016-17	2015-16	2014-15	2013-14	2012-13
20	8	7	4	6

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	[View Document](#)
Any additional information	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. Guidance 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

7 or more of the above

Any 6 of the above

Any 5 of the above

Any 4 of the above

Response: 7 or more 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 students benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 25.86

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

2016-17	2015-16	2014-15	2013-14	2012-13
629	517	465	475	452

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 benefitted by Vocational Education and Training (VET) during the last five years

Response: 1.47

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

2016-17	2015-16	2014-15	2013-14	2012-13
57	51	50	0	0

File Description	Document
Details of of students benefited by Vocational Education and Training (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](#)
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)

5.2 Student Progression

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

Response: 2.32

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

2016-17	2015-16	2014-15	2013-14	2012-13
11	12	5	9	5

File Description	Document
Details of student placement during the last five years	<u>View Document</u>
Self attested list of students placed	<u>View Document</u>

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

Response: 51.45

5.2.2.1 Number of outgoing students progressing to higher education

Response: 266

File Description	Document
Details of student progression to higher education	<u>View Document</u>

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/TOFEL/Civil Services/State government examinations)

Response: 8.1

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

2016-17	2015-16	2014-15	2013-14	2012-13
23	27	20	30	27

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
388	361	291	287	276

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	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: 8

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

2016-17	2015-16	2014-15	2013-14	2012-13
3	5	0	0	0

File Description	Document
e-copies of award letters and certificates	View 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:

The North Lakhimpur College Students' Union is a representative body of the students' community. The North Lakhimpur College Students' Council consists of the following 14 office bearers, namely:

- President
- Vice president
- General Secretary
- Assistant general Secretary
- Girls common room secretary
- Boys common room secretary
- Social service Secretary
- Debating secretary

- Cultural Secretary
- Gymnasium Secretary
- Major games Secretary
- Minor games secretary
- Editor, College Magazine

All the office bearers are elected by an electoral college consisting of students who are engaged in full time studies in this college.

The major activities of the Students Union is to provide programs, activities and services which serve the co-curricular, cultural, social, recreational and educational interest of students at the College. The Students Union seeks to contribute to the development of students' leadership skills and experience, program planning and development, volunteering, and fiscal management. The mission of the union is to encourage and promote the values that represent good character in all students and build responsible leaders within student's community. Student representation is made compulsory in IQAC, Admission Committee, Election Committee, Grievance Redressal Committee, Anti-Ragging Committee and in Hostel Mess Committee. The Student Union plays key roles in conducting Fresher's Social, preventing ragging in the campus, suggesting the administration to improve the student amenities, helping the administration in smooth conduct of student activities on the campus, organizing programs in the campus to improve the cleanliness and greenery in campus, organizing any activity to improve the knowledge and skills of the campus students as well as maintenance of the peace and harmony among campus community in General and student community in particular.

File Description	Document
Link for Aditional Information	[View Document](#)

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

Response: 8.6

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

2016-17	2015-16	2014-15	2013-14	2012-13
10	14	7	6	6

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:

The College has alumni association. They usually meet once a year and conduct academic events and attend the general body meeting. The alumni association helps to develop a database of all the alumni with information about their employment, their employers and nature of their present work, contact addresses, phone numbers and e-mail IDs. Such information helps the present students to contact the alumni for suggestion. Some of the alumni have contributed generously for various academic events on the campus. The alumni association has developed goodwill between the present students and the alumnae.

The alumni contribute generously to the development of the college. The Association takes up different positive and quality oriented measure from time to time and renders active cooperation to the college management towards implementing various programmes. A large number of members of the association generously provide financial aid to the authority as and when situation demands, which are utilized in the development of various infrastructure and other facilities. To name a few, Mrs. Sailyabala Chelleng Dutta, an alumni of the college donated Rs. 16.00 lakhs to construct a Boys' Common Room. Another alumnus Mr. Pradip Saikia donated the furniture for the conference hall amounting to Rs. 2.40 lakhs. Mr. Bhupen Borah also donated Rs. 1.00 lakhs to renovate the PG Library of the Department of Assamese. Moreover, eight annual scholarship have been offered to meritorious students by the alumni of the college amounting over Rs. 30,000.00 per annum.

The main objectives of the association is to keep in close touch with the college and to organize seminars, talks, symposia, conferences, cultural and other programme in the college, from time to time, in order to inspire and educate the current batches of students and exchange views and ideas. They also provide the feed back to the college to reshape the present teaching and learning programmes to suit the new job requirements.

File Description	Document
Link for Additional Information	[View Document](#)

5.4.2 Alumni contribution during the last five years (Amount in rupees)
<2 Lakhs

2 Lakhs - 5 Lakhs

5 Lakhs - 10 Lakhs

10Lakhs - 15 Lakhs

Response: ? 15 Lakhs

File Description	Document
Alumni association audited statements	View Document
Any additional information	View Document

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

Response: 10

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

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	2	2

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:

An effective leadership is very important for the prosperity of an institution. The mission and vision statements act as indicators for framing the plan of action adopted by the authority in academic as well as administrative policy making and execution.

For augmentation of academic infrastructure the college plans to digitize it completely within a short period of time. Construction of additional classrooms is being carried out to meet the shortage of classrooms. The Language Laboratory of the college will be upgraded both in terms of intake capacity and technological facilities. Moreover, there is a long term plan to initiate the construction and upgrade of laboratories, Commerce and Management Resource Centre, Science Resource Centre, Computing Laboratory, UGC Network Centre, Gymkhana, Gymnasium, offices for N.S.S., N.C.C., etc. All this is being done in tune with the institutional goal of providing quality education to all keeping pace with the contemporary developments in the fields.

The perspective plan envisages:

- Continuous improvement of infrastructure and learning resources.
- Development of additional infrastructure and learning resources.
- Availability of adequate average area of infrastructure per student.
- Optimum utilization of available infrastructure and learning resources.
- Maintenance of infrastructure and learning resources.
- Continuous efforts to obtain grants for infrastructure development.

The authority also plans to create new infrastructure and upgrade existing ones to ensure better facilities to the students. The college has long term plans on the following areas:

- Construction of a Central Museum
- Construction of a College Guest House
- Construction of a separate building for a Central Library of the college
- Construction of a Post Graduate Block
- Extension of the Office of the Examination Branch
- Reconstruction of the Old Arts Block
- Science Resource Centre with Central Instrumentation Laboratory
- Separate Faculty Rooms

Moreover, the college has set the following goals:

- Adequate number of specious and ventilated class rooms.
- Adequate number of specious well equipped laboratories.
- Spacious and fully computerized Central Library with ever increasing

holdings and user friendly and comprehensive Library services.

- Well furnished and fully computerized Administrative Office.
- Commerce and Management Resource Centre with Interactive Class

Room and Computing Laboratory and UGC Network Centre.

- Well equipped Gymkhana.
- Efforts to obtain infrastructure development, moderation, up-gradationgrants from UGC, DBT, DST, etc.

The college believes in imparting quality education with emphasis on human values and having specific focus on practical sessions and on-field exposure and the leadership religiously follows this policy. While keeping track with global developments the authority ascertains that regional geography and history are not left out of the syllabi. The college authority strongly believes that every step taken in connection with academic upliftment, infrastructural development, social outreach programmes and other student welfare schemes are in line with the institutional goal of creating conscientious human resource with zeal to aim higher and do better. In short the college believes in: *ever more, better ever.*

File Description	Document
Link for Additional Information	[View Document](#)

6.1.2 The institution practices decentralization and participative management

Response:

The college practices decentralization and participative management in academic as well as administrative fields.

In the academic arena, the syllabi of the various programmes of study are designed by the Boards of Studies of the teaching departments of which every teacher is a member. The syllabi designed by the departments are forwarded to the Academic Council for approval and onward forwarding to the Governing Body. The Academic Council has considerable presence of the teachers as all the heads of the teaching departments are members along with four additional teachers nominated by the Principal on the basis of seniority of service. In the Governing Body two teachers are nominated on the basis of seniority. In addition to it academic meetings are held to take stock of the academic scenario of the institution.

In the administrative aspect the system of allotting work to a particular firm may be mentioned. The case of implementation of Rashtriya Ucchatar Shiksha Abhiyan projects may be mentioned. At first the Co-ordinator prepares necessary document for publication of advertisements inviting tenders for the particular work. After that the quotations received in sealed tenders are opened by a committee formed in this connection in the presence of the bidders and the successful bidder is given the work order. The construction of language laboratory was done in this procedure and as it was a national bidding a firm from Gujarat got the contract.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

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

Response:

The clause 2.3.3 (iv) of the perspective plan speaks about introduction of Student Adalat. Its primary purpose is to get student's feedback in matters of efficacy of the teaching- learning process, teachers' and administrator's duties and facilities as well as services provided to them. The practice was started in 2016 and it functions in the following pattern:

Step 1: The authority notifies the date and venue of Student Adalat and assigns at least 2 teachers to organize the event along with the Co-ordinator, IQAC.

Step 2: The teachers take note of the verbal and written complaints received from the students and forward the same to the Principal for necessary corrective measures.

Step 3: The assigned teachers and Co-ordinator, IQAC clarify minor confusions if stated by the students.

Step 4: On receipt of report from the teachers assigned to conduct the Student Adalat the Principal, in consultation with the Co-ordinator, IQAC, asks for justifications/ clarifications from the Head of the Department of the teachers against whom a negative feedback has been received. In case it is regarding services and facilities the Principal takes/ initiates necessary corrective measures.

Step 5: The IQAC looks into successful implementation of the corrective measures/ strategies.

It is a fact finding exercise wherein the students are given the highest priority to participate in determining the course of strategies to be taken by the college towards creation of a conducive and fruitful teaching-learning process backed by the best of amenities.

File Description	Document
Any additional information	View Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

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:

Internal Organizational Structure of the College that makes decisions is envisaged to be essentially decentralized and laterally functioning. The Principal along with the Governing Body make decisions and the Academic Council serves as the internal decision making body regarding academic matters. The two way mechanism of seeking responses, getting feedback and implementing policies/decisions is operated through the Principal. Various Boards of Studies, the Academic Council and the Office of the Controller of Examinations function as responsible bodies in implementing changes in curriculum, preparing the academic calendar and examination pattern so that the Governing Body and Principal can analyze and implement their policies. The Controller of Examinations and his office administer the examination process as per the decisions of the Governing Body and Academic Council. IQAC implements norms and sets standards for quality and excellence and the Department Councils operate the academic process of teaching and learning. The Research Council functions as a nodal agency in administering research for the preparation and submission of projects.

The service rules of North Lakhimpur College is controlled and monitored by Directorate of Higher Education Assam like other colleges of Assam. It must follow the rules mandatory for all colleges of India under the guidance of UGC. The service procedures, recruitment and promotional polices are adopted following the rules and regulations of State Government and University Grants Commission.

The academic and non-academic grievances, problems and issues of students are dealt with sensitivity and understanding by the Grievance Redressal Cell. This cell is headed by a senior teacher as convenor and Members from Teaching and Non- teaching Staff and Student Representatives. Complaints of the students are taken very seriously by this cell and are thoroughly analysed and discussed with the various bodies involved. The final decision is always reported to the stakeholders by the Principal at the appropriate occasion. All the grievances and complaints, if any, of the students are documented and made sure that they are addressed timely. For the psychological and emotional problems that students face, the College has a Counselling Centre.

File Description	Document
Any additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)
Link for Additional Information	[View Document](#)

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**

All 5 of the above

Any 4 of the above

Any 3 of the above

Any 2 of the above

Response: Any 4 of the above

File Description	Document
Screen shots of user interfaces	View 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:

The North Lakhimpur College Publication Committee is an active organization of the institution established with an intention of publishing quality books, encouraging writers and providing books at discounted rates to the students. It conducts meetings at regular intervals and formulate necessary plan of action. Minutes of the meeting of the committee dated 23/03/2012 is being used here to show how the works to be done in future are resolved and the pattern of implementation. The Resolution no. 4 of the said meeting states:

A retail outlet of North Lakhimpur College Publication Committee shall be opened. Textbooks, notebooks shall be sold for the students at discounted prices. Further linkages shall be made with leading publishers of the state for providing students with books at competitive prices. (translated)

In the meeting of the committee dated 19/07/2012 the Co-ordinator informed that:

With the active support of the Principal an office-cum-retail outlet of the North Lakhimpur College Publication Committee was constructed using pre stocked iron rods, roofing sheets and other building materials. (translated)

Thus, it could be seen that the publication committee of the college has acted as per resolution of its meeting in terms of setting up of retail outlet. The time period between the date of planning and date of implementation is less than 3 1/2 months and this itself is commendable as the activity involved construction.

For the last 5 years the outlet is providing commendable service to the student community of the college overcoming hurdles. As of today the profit from the outlet is used for its maintenance, payment to the sales

personnel and in publication of books and notebooks.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Some effective welfare measures for teaching and non-teaching staff are mentioned below:

1. The College has a welfare fund called "North Lakhimpur College Cooperative Thrift Society". The teaching and non-teaching Staffs are members of this welfare fund and all are benefitted by this fund. All members contribute an amount monthly to this fund and they also get loans in a very low rate of interest. The members of teaching and non-teaching staff are able to get immediate loans during their emergency.

   2. Teaching and non-teaching staff are provided with lump sum financial aid on credit from the authority on request.

   3. The College has provided residential quarter facilities to some of the teaching staffs within the college campus on expenditure-sharing basis on non-movable assets. Residential facility for some of the grade IV staff is provided by the authority within college campus.

   4. The North Lakhimpur College has recently introduced an aid fund named "College Aid Fund". This fund provides one-time financial help to the needy teaching and non-teaching faculties as well as to the needy students of the college.

File Description	Document
Link for Additional Information	View Document

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: 2.54

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	3	4	0	0

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: 0.6

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	1	1	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	[View Document](#)
Any additional information	[View Document](#)

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

Response: 17.71

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

2016-17	2015-16	2014-15	2013-14	2012-13
9	5	13	16	12

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:

North Lakhimpur College develops a mechanism of its own for performance appraisal of teaching and non teaching staff through the IQAC. The IQAC serves a format of questionnaire to each of the fulltime teaching and non teaching staff before the end of the academic year requiring them to report their annual activities and submit it within a stipulated timeframe. The teachers and employees have to appraise the IQAC of their academic and research works, publications and contributions to corporate life, co-curricular, extension, professional development, etc. The IQAC monitors promotion of the faculty members and verifies the API of the concerned teachers in which they are required to appraise of their performances. The teachers and employees who avail duty leave to participate in any training programme need to report their completion of the programme to the Principal and that is recorded in their service books. They also need to receive clearance from the IQAC before joining such a programme. The IQAC also has access to the documents and letters awarding research projects, FDP, etc. to the teachers, minutes of the Research Council, and of all important bodies and cells A software link is also available in the college website where the teachers and employees can upload and update the record of their individual performance using password assigned to them.

File Description	Document
Link for Additional Information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Accounts are audited regularly. The college appoints a Govt. Auditor through its G.B for auditing the accounts. Some accounts like UGC and DBT funds have been audited by registered Chartered Firm. Govt. of Assam also regularly audits the college accounts. The college sends the financial documents for audit to the Directorate of Audit (Local Fund), Government of Assam. The audit reports of 2012-13, 2013-14 and 2014-15 have been received by the institution whereas reports for the years 2015-16 and 2016-17 are yet to be received from the government despite reminders being sent in this regard.

The objections raised by the auditors are duly addressed. All the suggestions provided by the audit committee are complied with while dealing with the issues in future transactions. The para wise answer to

the objections raised by the auditor for the F.Y. 2012-13, 2013-14 and 2014-15 has been sent to the higher authority.

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

Response: 21.65

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

2016-17	2015-16	2014-15	2013-14	2012-13
0.50	16.40	0.80	1.35	2.60

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)
Annual statements of accounts	[View Document](#)

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

Response:

The institution receives from various government departments and agencies, alumni association and donations from well wishers. Thus funds are obtained from external sources and through internal generation.

Funds received from the following external sources:

Funds generated internally:

1. The college auditorium in given on rent to various organizations for conducting meetings and functions provided they do not hamper the academic environment of the college.
2. The college receives rent from various government departments and agencies, private companies etc. who conduct recruitment examinations and courses.
3. Self financing courses are a source of internal fund generation of the college.
4. Sale of silk cocoon.
5. Sale of waste and unused paper and other materials to scrap dealer.
6. Sale of areca nut that grow in the campus.
7. Rent paid by State Bank of India for the ATM installed at the college campus.
8. Rent received from teachers occupying teachers' quarter.
9. Rent received from Vivekananda Kendra for using a college room as its office.

10. Rent received from the vendor managing the college canteen.
11. Amount earned from the sale of e-wastes.
12. Amount earned from sales of vermin compost plant.

The funds received are used for the specific purposes for which they have been sanctioned.

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) of North Lakhimpur College has been contributing to institutionalize the quality assurance strategies and processes by undertaking various effective measures. The contribution of the IQAC in last five years resulted in attainment of autonomous status by the college, resetting of the Mission and Vision of the institution, adoption of Perspective Plan, examination reforms, introduction of new U.G. and P.G. courses, adoption of a girl child every year up to her graduation, expansion of various extension activities through NSS, NCC and other wings of the college, development of physical infrastructure, measures for promoting research, increased use of ITC, formation of various cells and committees to serve different purposes, development of a triangular mechanism to receive feedback and information of grievances of the stakeholders which include submission of online feedback, expression of grievances through a programme of direct interaction with the students called 'Student Adalat' and Grievance Redressal Cell, launching a measure to augment the study habit of the students entitled ''Letters and Pages' Scheme'

Among the regular practices institutionalized as a result of IQAC initiatives the following can be considered as the best two:

1. Student Support: The College is trying earnestly to develop the student support system at the initiative of the IQAC. It has formed different bodies and cells to serve the interests of the ST, SC, OBC and minority students, Placement Cell for supporting the students in recruitment and career counseling. Student Mentoring through the Mentor Mentee system is in practice. The entire college campus is under the WI-Fi connectivity. The students belonging to especially able and economically weak categories are well supported by the college. A College Aid Fund is developed to offer one time aid to the students at the time of serious need. Sports facility, both indoor and outdoor, is well developed and maintained. Courses of Yoga and Performing Arts are offered as add-on course to students. Hostels, Primary Health Care, well stocked Library, Ragging Free atmosphere; Canteen etc. are maintained as measures of student support service.

2. Another practice institutionalized in the college as result of IQAC initiative is the *Community Outreach Programme* and extension activities. Under this Programme, one village has already been adopted and a number of other activities are periodically conducted by students and faculties of the college independently or in collaboration with local agencies.

File Description	Document
Link for Additional Information	View Document

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 reviews its teaching learning process, structures and methodologies of operation and learning outcomes at periodic intervals through IQAC set up per norms such as Periodic meeting with the teachers as well as the practice of taking annual appraisal reports from the teachers to review the process of teaching and learning and assess the quality improvement of the faculties. The provision of receiving feedback from the students online as well as from the "Student Adalat" and formation of the grievance redressal cell to review and implement reforms also serves the purpose. A *Comprehensive and Continuous Evaluation* process has been adopted for all programmes of study in the college. The credit based *semester system* is in place. The two most notable examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are **(i) the practice of verification of answer script on application from student in presence of the aggrieved person(s).** If a student applies through due procedure against evaluation of his/her answer script for receiving less mark than expectation re-evaluation of that answer script is done in presence of the concerned student. **(ii) Adoption of uniform methods for internal assessment of students by all academic departments.** The IQAC took cognizance of the technical difficulties arising out of the use of different methods by academic departments for internal assessment of the students and took steps through the office of the Controller of the Examinations to introduce uniformity in this regard.

File Description	Document
Link for Additional Information	View Document

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

Response: 2.2

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

2016-17	2015-16	2014-15	2013-14	2012-13
5	0	2	2	2

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)
IQAC link	[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**

Any 4 of the above

Any 3 of the above

Any 2 of the above

Any 1 of the above

Response: Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	[View Document](#)
Details of Quality assurance initiatives of the institution	[View Document](#)
Annual reports of 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:

Quality enhancement initiatives in the academic and administrative domains during the last five years

Administrative

1. College was granted Autonomous status by UGC in May, 2013.
2. College was selected for the status of CPE (Phase-II) in 2014.

3. Automation of Examination System in 2013.
4. Construction of 400 m synthetic track funded by Ministry of Sports, GoI in 2016.
5. Establishment of a cultural museum in 2017.
6. Construction of new Administrative Block funded by Govt. of Assam in 2015.
7. Completion of the ground floor of new Boys Hostel in 2017
8. Construction of new Women Hostel in 2014.
9. Construction of Indoor Stadium funded by UGC in 2013.
10. Construction of new Boys Common Room (donated by Alumni)
11. Construction of teacher's quarter in 2013.
12. wifi College campus since 2015.
13. Installation of Incinerator in 2016.
14. Online feedback system started in 2015
15. Construction of 3rd floor of the Botany building in 2017.
16. Establishment of Central Instrumentation Centre in 2016.
17. Policy for offering seed money to faculty for carrying out research projects from   2016.
18. Adoption of Girl Child from 2014-15.
19. Restructuring of Placement cell with appointment of Placement Officer in 2017.
20. Construction of new building for Physics department in 2014.
21. Construction of new building for Zoology department in 2014.

Academic

1. Introduction of CBSS in Examination in 2013.
2. Verification of answer scripts in front of students since 2013.
3. Establishment of DBT Institutional Biotech Hub in Dec. 2011.
4. Introduction of courses under UGC Community College scheme (Advance Diploma in Sericulture) in 2014
5. Introduction of four new PG programmes (M.A. in Assamese, Political Science; M.Sc. in Chemistry and Electronics & Communication Technology) after grant of autonomous status.
6. Introduction of three new professional programmes (PGDCA, M.A. in Mass Communication and Journalism and UG Elective course in Physical Education) after grant of autonomous status.
7. Introduction of four new UGC sponsored COP programmes in the Department of Chemistry, History, Assamese and Zoology since last NAAC team visit.
8. Introduction of Certificate and Diploma Course in Yoga in collaboration with from 2016-17.
9. College library has been automated and renovated with Virtual Learning Resource Centre in 2015.
10. Establishment of new Digital Class Room with video conferencing facility funded by Govt. of Assam in 2015
11. Establishment of two Language Laboratories (funded by UGC in 2014, funded by RUSA in 2017)
12. ICT facilities enhanced (General Computer Laboratory, Computer laboratory in the Department of Chemistry, Electronics and Assamese) since last NAAC team visit.
13. Renovation of laboratories with sophisticated equipments like IR spectrometer, PCR etc. since last NAAC team visit.
14. Establishment of retail book outlet in 2013.
15. Establishment of fish breeding centre in 2014.
16. Launching of two research journals namely *Social Science Researcher*, an e-journal with ISSN (Online): 2319-8362 and *Environmentalism* an e-journal with ISSN (Online): 2455-3050.
17. Initiation of *Students Adalat* from 2016.
18. Introduction of skill development course (Self Employed Tailor) in collaboration with IIE, GoI.

19. With increasing research facilities, number of externally funded research projects increases.

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: 7

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	2	2	2

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2 Institution shows gender sensitivity in providing facilities such as
a) Safety and Security
b) Counselling
c) Common Room

Response:

North Lakhimpur College is set up in a backdrop of a society where gender equality and opportunities are entwined within the social fabric. Therefore gender disparity in any case is always taken in a serious note. To ensure gender sensitization, the college takes the following measures in the following specified area:

- **Safety and Security:**

1. The College has an institutionalized mechanism in form of a committee to prevent any type of sexual or physical harassment, headed by a senior teacher. The students, particularly the female students are made aware of this committee and are advised to approach it in any case of distress.
2. Two months Martial Art training for self defense was imparted to girls students of college during February-March, 2015 under the aegis of the Centre of Physical Education, North Lakhimpur College
3. The library provides separate reading space for boys and girls.
4. In addition to the common parking area for the students, the college provides a separate parking area for the girl students.
5. The College girls' hostels are equipped with 24x7 security and power back up.
6. A resident ANM nurse is always available in any case of emergency and first aid in the college.The college has made arrangement for her stay at the hostel of the college.

b)   Counseling:

The female students are provided with all sorts counseling assistance whenever they need it. This is usually done by the lady teachers of the college. Moreover, Women Studies Centre of the college is working very hard for establishing linkages with National Commission for Women, State Commission for Women, Human Right Commission & other organizations working for all round development of women. The centre has already developed relations with other university and colleges who offer courses on women related studies. The Centre organises various training programme in partnership with District Block Development Office and Department of Social Welfare, Lakhimpur.

c) Common Room

The College provides separate common rooms for girls with sanitary amenities. An employee is appointed to take care of the common room.

7.1.3 Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0.67

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

Response: 1095

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: 75.01

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 9582

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:

Waste Management steps including:

- **Solid waste management:** Solid waste and other recyclable wastes are initially dumped at select sites and from there they are collected by agents of the municipality. Biodegradable solid waste is dumped at the vermi compost plant. Scrap dealers carry away some amount of reusable and recyclable solid waste.
- **Liquid waste management:** The sewage is drained into the soak pits constructed at different locations of the college.
- **E-waste management:** Scrap dealers take away the e-wastes.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The college is located in a rainfall intensive area and ground water level is very high and ground water scarcity is not a major issue in this locality. However, the college practices rain water harvesting in some sites that use comparatively larger amount of water. Rain water harvesting has been successfully practiced in the fish breeding centre of the college premises. There are two ponds in the college campus which are effectively used to save rain water for different purposes. However, the college shall strive to initiate measures for greater use of rain water in future.

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:

- **Students, staff using**

1. **Bicycles**
2. **Public Transport**
3. **Pedestrian friendly roads**

Majority of the students use bicycles and public transport for coming to college. The teachers living in

close proximity to the college come to duty on foot, bicycles. The roads are pedestrian friendly considering the movement of students from one building to another for classes.

- **Plastic free campus**: The use of plastic is restricted and discouraged in the college campus. For instance, in the two establishments of the college requiring packaging: the college book shop uses paper for wrapping goods sold and the college canteen uses plastic above 50 micron thickness only when extremely essential. The plastic waste generated by use of packaged food, packaged drinking water, stationary etc. is collected and disposed off.
- **Paperless office**: The use of paper is limited.
- **Green landscaping with trees and plants**: The college has taken to massive aforestation drive. Around 300 saplings have been planted during the last five years for green landscaping. In addition to that every prominent guest who visits the college during the monsoon plants a tree.

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

Response: 0.5

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)

2016-17	2015-16	2014-15	2013-14	2012-13
0.73	3.02	0	0.15	0.13

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) Friendlines 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	
link to photos and videos of facilities for divyangjan	

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

Response: 6

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	3	1	1	0

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

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

Response: 6

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	3	1	1	0

File Description	Document
Details of initiatives taken to engage with local community during the last five years	[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](#)
Any additional information	[View Document](#)

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	
Provide link to Courses on Human Values and professional ethics on Institutional website	

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	

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: 12

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

2016-17	2015-16	2014-15	2013-14	2012-13
1	4	2	2	3

File Description	Document
List of activities conducted for promotion of universal values	
Any additional information	

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

Response:

The college organizes the following national festivals:

1. Independence Day
2. Republic Day
3. Gandhi Jayanti

During the Independence Day and Republic Day the national flag is hoisted in the college premises and in the college hostels. The NCC platoon of the college is assigned with the responsibility of making necessary arrangements for smooth conduct of the events.

Celebration of Gandhi Jayanti starts with paying floral tributes to the father of the nation. This is followed by talks and discussions on Gandhian philosophy and the life of the noble soul. Sometimes film shows are organized exhibiting movies made on Gandhi.

Birth and death anniversaries of the following prominent personalities of the state are observed:

1. Death anniversary of Srimanta Sankardeva
2. Birth anniversary of Bishnu Prasad Rabha
3. Birth anniversary of Jyoti Prasad Agarwalla
4. Birth anniversary of Bhupen Hazarika
5. Birth anniversary of Mamoni Roysom Goswami

The college observes with religious fervor the death anniversary of Srimanta Sankardeva by paying obeisance to the great Vaishnavite saint of Assam. Borgeet (*a variety of devotional songs*) competition is held among the students.

The college celebrates the birthdays of the 3 modern day doyens of Assamese music and culture: Jyoti Prasad Agarwalla, Bishnu Prasad Rabha and Bhupen Hazarika with great fervor. Discussion sessions are held on their creativity and contribution to the Assamese music and society at large. The birth anniversary of Jnanpith awardee Mamoni Roysom Goswami is also observed. Talks and discussion sessions are a part of the event.

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

Response:

The college maintains complete transparency in the various spheres in the following manner:

Financial transparency: The income generated by the college and financial aid received from various agencies is duly recorded as per norms in record books. The expenditure to be made from the amount is done as per recommendations of the Purchase Committee of the college. The college has a Finance Committee set as per guidelines given to autonomous colleges by UGC which looks after issues of remuneration in examination related matters and other applicable allowances.

Academic transparency: The college believes that maximum transparency is possible with the maximum involvement of the stakeholders. The various academic bodies of the institution have healthy representation of teachers, guardians and students. Further the practice of a student being allowed to get

his/ her answer script reverified in his/ her presence is an instance of academic transparency. The platforms like departmental boards of studies and the academic council provide an opportunity to the stakeholders to transparently participate in the cause of academic enhancement.

Administrative transparency: The college administration maintains complete transparency in matters of admission, appointment, allotment of contracts and supply orders. The stakeholders are informed about the various developments and major decisions taken in the various meetings. The authority has set up different committees so that collective articipation in developmental works is encouraged.

7.2 Best Practices

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

Response:

A) ENCOURAGEMENT TO READ MORE BOOKS

1. Title of the practice: 'Letters and Pages' Scheme

2. Objectives of the Practice

Encouraging the students to read more books, enhance their concentration level and to take them to newer areas of knowledge.

3. The Context

The practice includes book reading, review writing, book lottery and providing books on discount at the retail outlet of the publication committee.

4. The Practice

- In the Book reading competition students are to pick up any book from the college library and submit its review within the notified time to the Librarian. The winners are awarded.
- In the book lottery programme winners get books as rewards.
- During the 'Kitap aru Aalap' programme students and teachers gather to discuss recently read books.
- The publication committee outlet sells books at discounted prices to the students besides publishing books and an occasional newspaper.

5. Evidence of Success

- Many students have honed their writing skills as seen through their articles/ essays/ critical reviews.
- Book lottery is getting increasingly popular.
- The college has published an anthology of book reviews written exclusively by students of the college.
- Publication of an occasional college newspaper *Campus*.

6. Problems Encountered and Resources Required

- The practice requires no financial aid in the book reading competition but for buying books for prizes.
- Periodic tests/ sessional examinations sometimes hamper conduct of the competition.
- Inflow of funds for book and newspaper publication is limited.

(B) GIRL CHILD ADOPTION

1. Name of the practice: 'Our Daughter**'**

2. Objectives of the Practice

- To encourage and ascertain education of poor but meritorious girls to make them worthy citizens of the nation.
- To ascertain gender equality in the society.
- The institution's quest to reach the deserving cutting across odds is the determining motive behind conducting the practice.

3. The Context

- To support the adopted girls at least up to the graduation level with ample support for carrying out higher education.
- While implementing the practice the assigned teachers of the college track the adopted girl.
- The biggest challenge is the problem of plenty.

4. The Practice

- The College adopts one poor but meritorious girl every year getting her selected by a committee constituted by the Principal.
- Its uniqueness in the contemporary Indian context lies in the focus on gender equality and girl empowerment.

5. Evidence of Success

- The parents appear happy at the prospect of their daughters becoming graduates in future.
- The nearby schools have also expressed satisfaction that at least one of their girl students is certain of achieving higher education.

6. Problems Encountered and Resources Required

- The practice requires spending a bearable amount of funds.
- There is the problem of plenty in terms of choosing beneficiary.

File Description	Document
Any additional information	[View Document](#)

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:

Quality education coupled with total satisfaction of the learners is an important thrust area of the college. It has been found that students across the country often complain about injustice being done to them during the evaluation process. That is why the college has started the system wherein a student is allowed to be personally present while the verification process is carried out: student satisfaction being the priority. The following procedure is followed:

1. The office of the Controller of Examinations (CoE) display results on departmental notice boards.
2. The unsatisfied students approach the Head of the Department of the concerned course wherein he/ she wants verification.
3. The concerned Head of the Department issues a form that is to be duly filled in and submitted to the office of the CoE for necessary action.
4. A date is notified when the applicant shall have to be present for verification of scripts to be done by a teacher who was not the evaluator of the same script earlier. During the process the student is free to express his/ her views to the teacher present for clarification.
5. Any changes in the score or otherwise is duly notified

The practice has gone down well with the student community and has also helped to repose faith in the evaluation system. It distinctly establishes the institution's goal of making academic innovation focusing on student satisfaction since the attainment of autonomy.

5. CONCLUSION

Additional Information :

Since the attainment of autonomous status the college has worked on the syllabi of the various courses that they are at par with the best in the country so that it helped the students in getting an edge in the entrance examinations for the admission into the post graduate programmes at various universities. Besides the academic arena, the institution has also made its presence felt in the various sports and cultural events at the university/ state/ national levels. Despite financial and official bottlenecks, the college has started 5 post graduate programmes on its own resources with the sole objective of helping the students of the region to pursue higher education locally. The central instrumentation centre is a modest attempt to make accessibility of some equipment easier and the museum has a good collection of artifacts showcasing the rich cultural heritage of the region. The newly constructed synthetic athletic track stands to deliver a lot in terms of honing sporting talents. Two more practices worth mentioning are the publication of an newspaper named *Campus* which is brought out on special occasions and the presence of limited number of computers with internet facility in the college canteen. The live gene bank of indigenous ornamental fishes and the *Machilus bombycina* plantation for rearing silkworm have helped the college to intensify the institution-society relationship. Another establishment that is rarely found in colleges is a book shop managed by the institutional publication committee that sells books to the students at discounted rates.

Concluding Remarks :

Establishment of North Lakhimpur College was the outcome of concerted efforts of some visionaries who went ahead with the support of the public. The conferment of autonomous status gave the college an opportunity to further its mission of providing higher education in this remote corner of the nation. Since the attainment of autonomy the college has initiated many steps for enhancing academic transparency, which in turn breeds student satisfaction, and quality of the teaching-learning experience. In its 65 year long journey till date the institution has always strived for providing quality education by taking into consideration the views and feedback of all the stakeholders so that every constructive idea finds place in the institutional planning and everyone can participate in adding to its glory. This amply justifies the motto of the college: Let noble thoughts come from all directions.