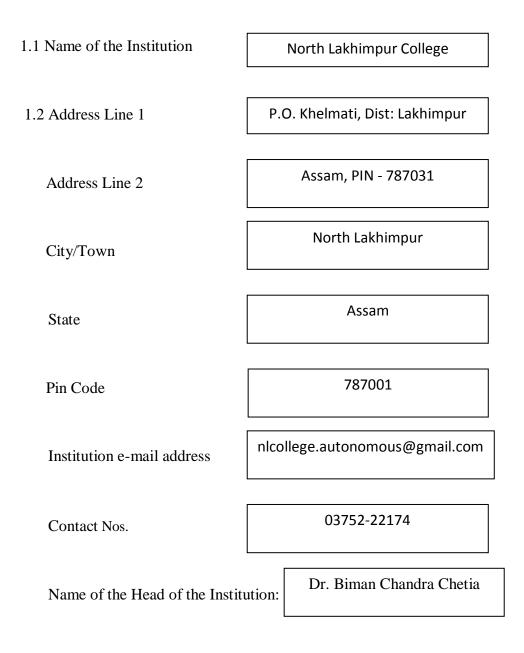# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

North Lakhimpur College

1.2 Address Line 1

P.O. Khelmati, Dist: Lakhimpur

Address Line 2

Assam, PIN - 787031

City/Town

North Lakhimpur

State

Assam

Pin Code

787001

Institution e-mail address

nlcollege.autonomous@gmail.com

Contact Nos.

03752-22174

Name of the Head of the Institution:

Dr. Biman Chandra Chetia

Tel. No. with STD Code:

03752-232691

Mobile:

91-9435086753

Name of the IQAC Co-ordinator:

Atanu Gogoi

Mobile:

91-9401122835

IQAC e-mail address:

nlcollege.autonomous@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

Not received yet

1.4 **NAAC Executive Committee No. & Date:**

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom

of your institution's Accreditation Certificate)

EC/57/RAR/25 dated   30-11-2011

1.5 Website address:

www.nlcollege.org

Web-link of the AQAR:

http://www.nlcollege.org

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	78%	2004	2004-09
2	2nd Cycle	A	3.08	2011	2011-16

1.7 Date of Establishment of IQAC: DD/MM/YYYY

11-12-2004

1.8 AQAR for the year *(for example 2010-11)*

2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

  i.   AQAR 2011-12 submitted to NAAC on (01/08/2012)
  ii. AQAR 2012-13submitted to NAAC on (25/12/2013)

 1.10 Institutional Status

   University   State ☐ Central ☐ Deemed ☐ Private ☐

   Affiliated College   Yes ☑ No ☐

   Constituent College   Yes ☐ No ☑

   Autonomous college of UGC Yes ☑ No ☐

   Regulatory Agency approved Institution   Yes ☐ No ☑

   (eg. AICTE, BCI, MCI, PCI, NCI)

   Type of Institution   Co-education ☑ Men ☐ Women ☐

                Urban ☑   Rural ☐ Tribal ☐

   Financial Status   Grant-in-aid ☐ UGC 2(f) ☑ UGC 12B ☑

            Grant-in-aid + Self Financing ☑ Totally Self-financing ☐

1.11 Type of Faculty/Programme

   Arts ☑ Science ☑ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

Others   (Specify)   .   1. B.C.A,   2. P G Diploma, 3. COP

1.12 Name of the Affiliating University *(for the Colleges)*

Dibrugarh University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   University

University with Potential for Excellence ☐   UGC-CPE ✓

DST Star Scheme ☐   UGC-CE ☐

UGC-Special Assistance Programme ☐   DST-FIST ☐

UGC-Innovative PG programmes ✓   any other *(Specify)* ☐

UGC-COP Programmes ✓

2. IQAC Composition and Activities

2.1 No. of Teachers   10

2.2 No. of Administrative/Technical staff   2

2.3 No. of students   1

2.4 No. of Management representatives   1

2.5 No. of Alumni   1

2. 6 No. of any other stakeholder and

community representatives

| 2 |

2.7 No. of Employers/ Industrialists

| 1 |

2.8 No. of other External Experts

| |

2.9 Total No. of members

| 18 |

2.10 No. of IQAC meetings held: 4

2.11 No. of meetings with various stakeholders: No. | 3 | Faculty | 1 |

Non-teaching staff | Nil | Students | 1 | Alumni | Nil | Others | 1 |

2.12 Has IQAC received any funding from UGC during the year?   Yes | ✓ | No | |

If yes, mention the amount | Rs.3,00,000 |

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | | International | | National | 1 | State | 2 | Institution Level | 1 |

(ii) Themes

> 1. 'Class Room Oriented Research' (National Seminar organized by the Deptt. Of English)
>
> 2. 'Flood adaptation and Post Flood Management in Lakhimpur and Dhemaji Districts of Assam' (State level seminar organized by the Deptt. Of Geography)
>
> 3. 'International Film Festival' (State Level function organized by IQAC in collaboration with North Lakhimpur Cine Club)
>
> 4. 'Question Paper Setting and Evaluation of Answer Scripts' (Institutional level workshop organized by IQAC)

2.14 Significant Activities and contributions made by IQAC

IQAC of North Lakhimpur College (Autonomous) persists with its efforts to create a learning environment that fosters the all around development of its students so that the college can enhance its contribution to the academic field. The IQAC has established several cells and centres and constituted committees to initiate activities – both academic and governance. It continues with its efforts to achieve its objectives and tries to implement most of the recommendations offered by the NAAC peer team during the reaccreditation of the college. The major outcomes of IQAC activities of this session are given below:

- Introduction of the Major course in Home Science, PGDCA.
- Permission received for starting Diploma in Computer Applications and Advance Certificate in Sericulture under UGC Community College Scheme.
- Teachers are encouraged to submit more number of research projects to funding agencies. A total of 21 MRP received during this session.
- As per the plan submitted for the session 2012-13, IQAC has been able to provide the following facilities and training to the students:
    1. A well equipped Language Lab with 21 terminals was established to enhance English Language/Communication Skill,
    2. A Virtual Library was established, more computers are added in the Computer Centre and Library.
    3. Wi-Fi connectivity initiated.
    4. A seven day long Entrepreneurship Developmental programme was organized.
- Entrepreneurship Developmental programme was held in collaboration with Govt. Of Assam to facilitate the students to attain preference in the recruitment in different jobs in public sector.
- The construction of the College Auditorium has been completed.
- During the session 2013-14, IQAC has been able to channelize the efforts and measures of the college towards academic excellence.

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

2.15 Plan of Action by IQAC/Outcome

Plan of Action	Achievements
• Introduction of new courses	• Process started for introduction of P. G. Courses in Assamese and Electronics, Home Sc (Major), PGDCA, permission received for starting Diploma in Computer Applications and Advance Certificate in Sericulture under UGC Community College Scheme.
• To introduce new course, curriculum and CGPA in Semester Examinations.	• CGPA in Semester examinations introduced from session 2013-14.
• To encourage and motivate teachers to submit more number of research projects to funding agencies and enhance research activity and output.	• Teachers are encouraged to submit more number of research projects to funding agencies. A total of 19 MRP received during this session.
• To give more emphasis to English language/Communication Skills, Computer Proficiency, Innovative Skill and Entrepreneurship Developmental programmes.	• IQAC has been able to provide the following facilities and training to the students: 1. A well equipped Language Lab with 21 terminals was established to enhance English Language/Communication Skills, 2. A Virtual Library was established, more no of computers are added in the Computer Centre and Library, Wi-Fi connectivity initiated 3. A seven day long Entrepreneurship

	Developmental Programme was organized.
	4. Entrepreneurship Developmental Programme was held in collaboration with Govt. Of Assam to facilitate the students to attain preference in the recruitment in different jobs in public sector.
• To intensify and systematize placement services and drive as well as competitive culture among students; to maintain track record of outgoing students to know their progression in life.	• An Ex Office bearers meet was organized in the college to maintain track record of outgoing students
• To complete the construction of the College Auditorium and the new Boys' Common Room	• The construction of the College Auditorium and the new Boys' Common Room has been completed.
• To systematize and further strengthening of IQAC, in the light of NAAC Core values.	• During the session 2013-14, IQAC has been able to channelize the efforts and measures of the college towards academic excellence. For instance an anti Ragging Squad is formed, Value Education is imparted to the students through the courses conducted by the Gandhian Studies Centre and Human Rights Education)

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes [✓]   No [ ]

Management [✓]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

The Governing Body of North Lakhimpur College (Autonomous) discussed the AQAR, 2013-14 in its meeting held on 25-06-2014. It appreciated the efforts of the IQAC to ensure quality in all spheres of the institution. It approved the report prepared to submit to NAAC. The Governing Body further instructed the college administration and the IQAC to take all the necessary steps to materialise the plans and programmes formulated for the next year.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	Nil	Nil	Nil	Nil
UG	02	Nil	01	Nil
PG Diploma	02	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	10	02	Nil	06
Others	Nil	Nil	Nil	Nil
Total	14	02	01	06
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: CBCS
      (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	Nil
Annual	05

1.3 Feedback from stakeholders*   Alumni ☑ Parents ☑ Employers ☑ Students ☑
     (On all aspects)

        Mode of feedback   :   Online ☐   Manual ☑   Co-operating schools (for PEI) ☐

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> 1. UG regulation under autonomy framed and approved.
>
> 2. Programme (B.A. / B.Sc. / B.C.A.) guidelines and Examination Ordinance framed.
>
> 3. Board of Studies of all the teaching departments formed and approved by the Governing Body.
>
> 4. Academic Council formed and approved by the Governing Body.
>
> 5. Examination Cell formed with 1 Controller of Examinations and 2 Deputy Controller of Examinations.
>
> 6. Syllabi of the various courses of study framed and approved by Academic Council.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> - Home Science (Major) started.
> - Permission received for starting P.G. Course in (i) Assamese and
>   (ii) Electronics and Telecommunication Technology.
> - Permission received for starting Diploma in Computer Applications and Advance Certificate in Sericulture under UGC Community College Scheme.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
67	43	23	Nil	01

2.2 No. of permanent faculty with Ph.D.

28

2.3 No. of Faculty Positions
Recruited (R) and Vacant (V)
during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
4	2	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

2.4 No. of Guest and Visiting faculty and Temporary faculty

18

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	2	28	2
Presented papers	2	12	Nil
Resource Persons	Nil	01	12

2.6 Innovative processes adopted by the institution in Teaching and Learning:

In North Lakhimpur College the learning process has been made student-centred through the use of ICT tools, computer labs, virtual learning resource centre and updated labs, interactive learning through discussion, access to INFLIBNET and on-line databases. Debates, lectures by visiting faculty to supplement the conventional class room teaching. Induction Analysis cum orientation classes to all the newly admitted students before the actual commencement of teaching programme is initiated in order to assess the status of current knowledge of subject, general knowledge, reasoning and skills.

Computer assisted teaching has brought about a qualitative change in the class room situation. A lot of innovation and structural adjustments are made for digitalising the institution. In order to keep pace with the latest information and developments in various disciplines a part of the CPE grant is used for procuring latest books and journals. Examination and Evaluation system is reformed and shall be done on a continuous basis by the Controller of Examination of the autonomous college under the Credit Based Semester System (CGPA). In the Credit Based Semester System, students are accessed through Continuous Internal Evaluation (CIE) and Semester End Examination (SEE). This is the first instance of introduction of CGPA system in a college of Assam. Specific software is developed for examination and evaluation.

2.7 Total No. of actual teaching days
during this academic year

| 190 |

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, and Online Multiple Choice Questions)

- As the College enjoys academic autonomy from the session 2013-14, full advantage of the CPE scheme is taken by reforming the examination and evaluation system. Examination and Evaluation is done on a continuous basis by the Controller of Examination of the autonomous college under Credit Based Semester System. In Credit Based Semester System, students are assessed in two parts -   a. Continuous Internal Evaluation (CIE). b. Semester End Examination (SEE).
- In order to maintain secrecy of examinees, decoding of answer scripts is introduced.

2.9 No. of faculty members involved in curriculum

Restructuring/revision/syllabus development

75		

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

78%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	318	20.23%	33.07	66.92	.02%	80.81
B.Sc	167	14.39%	34.09	65.90	.02%	79.04
BCA	10	-	100	-	-	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

The IQAC takes periodical feedback from the students and self appraisal report from the teachers to monitor and evaluate their progresses and problems in the process of teaching and learning. The feedback reports are thoroughly discussed with the teachers and corrective measures are suggested. The IQAC also meets the Head of the institution to apprise him of the feedback report so that measures can be taken on the part of the administration to improve the quality of teaching and learning.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	07
UGC – Faculty Improvement Programme	01
HRD programmes	nil
Orientation programmes	04
Faculty exchange programme	nil
Staff training conducted by the university	nil
Staff training conducted by other institutions	nil
Summer / Winter schools, Workshops, etc.	65
Others	nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	2	Nil	Nil	02
Technical Staff	Nil	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The IQAC urges the faculty members to undertake research projects in thrust areas not only at the regional level but also at the national level. It helps interested teachers to obtain study leave to pursue research works leading to Ph.D. or M.Phil. As part of Faculty Improvement Programme (FIP), the college encourages the teachers to pursue research programmes by adjusting their teaching schedules without hampering the normal academic atmosphere of the college. The faculty is encouraged to submit new research proposals and to participate in national and international conferences/symposia and workshops. In the session 2013-14, 21 teachers of the college received sanction for Minor Research Projects from the UGC. The departments are also encouraged to invite distinguished researchers for special lectures and for collaborative research work.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Does not arise	Does not arise	Does not arise	Does not arise

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01	19	01
Outlay in Rs. Lakhs	Rs.1,40,000	Rs.1,35,000	Rs.51,85,000	Rs.1,40,000

3.4   Details on research publications

	International	National	Others
Peer Review Journals	02	04	Nil
Non-Peer Review Journals	06	07	Nil
e-Journals	Nil	07	Nil
Conference proceedings	Nil	Nil	Nil

3.5 Details on Impact factor of publications: Available with the individual faculty members only.

Range [　]   Average [　]   h-index [　]   Nos. in SCOPUS [　]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2013-14	Nil	Nil	Nil
Minor Projects	2014	UGC	Rs.51,85,000	Rs.6,60,000
Interdisciplinary Projects	2013-14	Nil	Nil	Nil
Industry sponsored	2013-14	Nil	Nil	Nil
Projects sponsored by the University/ College	2013-14	Nil	Nil	Nil
Students research projects *(other than compulsory by the University)*	2013-14	Nil	Nil	Nil
Any other (Specify)	2013-14	Nil	Nil	Nil
Total		01	Rs.51,85,000	Rs.6,60,000

3.7 No. of books published   i) With ISBN No. | 04 | Chapters in Edited Books | 01 |

ii) Without ISBN No. | |

3.8 No. of University Departments receiving funds from

UGC-SAP | | CAS | | DST-FIST | |

DPE | | DBT Scheme/funds | |

3.9 For colleges   Autonomy | ✓ | CPE | ✓ | DBT Star Scheme | |

INSPIRE | | CE | | Any Other (specify) | ✓ |

DBT Institutional Biotech Hub

3.10 Revenue generated through consultancy | Nil |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	03	01		20
Sponsoring agencies	Does not arise	UGC	UGC		DBT, DST and College Fund

3.12 No. of faculty served as experts, chairpersons or resource persons | 05 |

3.13 No. of collaborations | Nil | International | Nil | National | Nil | Any other | Nil |

3.14 No. of linkages created during this year | Nil |

3.15 Total budget for research for current year in lakhs :

From funding agency | Rs.51,85,00 | From Management of University/College: Nil

Total | Rs.51,85,000

3.16 No. of patents received this year: Nil

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
4				4		

3.18 No. of faculty from the Institution

2

who are Ph. D. Guides

and students registered under them

6

3.19 No. of Ph.D. awarded by faculty from the Institution | Nil

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF | Nil | SRF | Nil | Project Fellows | Nil | Any other | Nil |

3.21 No. of students Participated in NSS events:

University level | Nil | State level | Nil |

International level | Nil | national level | Nil |

3.22 No. of students participated in NCC events:

University level | Nil | State level | 43 |

International level | Nil | National level | Nil |

3.23 No. of Awards won in NSS:

University level | Nil | State level | Nil |

International level | Nil | National level | Nil |

3.24 No. of Awards won in NCC:

University level | Nil | State level | 04 |

International level | Nil | National level | Nil |

3.25 No. of Extension activities organized

University forum | | College forum | 02 |

NCC | 02 | NSS | 08 | Any other | |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Flood relief provided to the flood effected people of Lakhimpur district, Assam (Organized by the Students Union)

- Workshop on Aids Awareness organized by NSS.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	25.13 Acres	Nil	State Govt.	25.13 Acres
Class rooms	47	03	College Dev. Fund	50
Laboratories	14	01	DBT	15
Seminar Halls	01	Nil	,,	01
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	(i) 4 Sets of Generators (ii) Laboratory equipments: 2 in Botany, 2 in Chemistry and 4 in Tissue Culture	(i)1 Generator set and (ii) Installation of CC Camera	DBT, DST, UGC	14
Value of the equipment purchased during the year (Rs. in Lakhs)	95,00,000	1) 1 Digital lithu machine (Rs. 2,30,000) 2) Computer for Lab (Rs. 1,50,000) 3) Computer for Library (Rs. 1,50,000) 4) Virtual learning Centre cum Digital Library (Rs. 5,50,000) 5) Computer Wi-Fi (Rs. 10,89,201) 6) Education Lab equipment (Rs. 2,50,000) Total = Rs. 24,19,201	DBT, DST, UGC DCA College Dev. Fund	1,19,19,201
Others (Sports equipments)	Rs. 5,00,000	Rs. 5,00,000	UGC	Rs. 5,00,000

4.2 Computerization of administration and library

- New college specific examination software has been installed and updated time to time for speeding up examination related works. Admission process and election process have already been computerized by developing specific software. For accounting purposes, Telly is used. New University Registrations are made through specific computer software supplied by the University. Student database is carefully maintained. University Examination results are hosted in the website. From the 2013-14, new software has been installed for examination system to suit the CGPA system.

- The College has automated all the processes of the Library. New computers are added to the Library under LAN with Internet browsing terminals. Local Area Network (LAN) using SOUL software has been installed for automating in-house activities and services of the library. INFLIBNET facility has been started.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	46,699	Rs.2,33,49,500	450	Rs.1,05,700	47149	Rs.2,35,74,500
Reference Books	16,870	Rs.84,35000	141	Rs.65,500	17011	Rs.85,05,500
e-Books	80,000	Free from INFLIBNET				
Journals	33	Rs. 30,749	4	Rs.8749	37	Rs.39,498
e-Journals	3800	Free from INFLIBNET				
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	200	Free from journals and magazines				
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	computer labs	Internet	Browsing Centres	computer centres	office	Departments	others
Existing	110	70	110	05	00	10	20	05
Added	15	06	15	03	00	01	02	03
Total	125	76	125	08	00	11	22	08

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

- Training provided to non teaching staff on e-Governance by the Department of Computer Science as and when necessary.
- Special training on Office and internet provided to the 1st generation computer learners by Equal Opportunity Cell.

4.6 Amount spent on maintenance in lakhs :

i) ICT   Rs 19, 39,201

ii) Campus Infrastructure and facilities   Rs 2, 37, 50,000

iii) Equipments   Rs. 4, 80, 000

iv) Others (Sports)   Rs. 5,00, 000

Total :   Rs. 2, 66, 69, 201

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> The efforts of the IQAC to enhance awareness about Student Support Services results in the creation of a separate sports complex (Gymkhana) comprising of the Indoor Stadium, Basket Ball Court, Gymnasium Hall and the Sports Ground in a part of the college. Training programmes for sports and culture are organized periodically. A physical instructor was appointed for the benefit of the students. Career Counselling and Entry in service-training for recruitment to various jobs are organized by the respective cells. Anti ragging and Grievance Redressal cells are working actively. The IQAC has been playing a supporting and guiding role to all the bodies formed for student support. The IQAC ensures that information about these student support services is available in the college prospectus and the website.

5.2 Efforts made by the institution for tracking the progression

> North Lakhimpur College put sincere efforts for tracking the progression of the students. The constituent academic departments of the college maintain the tradition of keeping the record of their respective students each year. The Alumni Association too monitors the record of the students passing out of the college. The 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 suitable placement. Students are suggested to report their successes and achievements to these organs of the college. The IQAC occasionally reviews their works and offers suggestive measures.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1680	Nil	Nil	10

(b) No. of students outside the state

30

Nil

(c) No. of international students

Men | No | % | Women | No | % |

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
369	120	271	799	00	1559	405	133	277	865	00	1680

Demand ratio   Dropout % :   4 .5 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

There is an Entry in Service Cell for coaching students to prepare for competitive examinations in the college which periodically makes arrangement for such coaching. Interested students can also avail the facility of borrowing books from the library of the cell. It organized a 'Grooming Session on Professional Skill Development and Success' jointly with the Career Guidance Cell on 12-8-13. It further organized a 21 days coaching programme for various competitive examinations for 80 selected students in joint collaboration with the Department of Craft and Employment, District Employment Exchange, Lakhimpur and Institute of Management Studies, Guwahati, from February 22 to March 14.

No. of students beneficiaries   350

5.5 No. of students qualified in these examinations

NET | Nil | SET/SLET | Nil | GATE | Nil | CAT | Nil |

IAS/IPS etc Nil   State PSC Nil   UPSC Nil   Others [ ]

5.6 Details of student counselling and career guidance

The student counselling and career guidance cell offered advice to students how to identify promising career options and to develop career plan as well as on interview and job skills. It provided students with internet facilities and books relating to career options. It further helped many students to select various institutes that offered a degree or training programme that best met their career goals and financial needs. The cell organized few career talks for the benefit of students and jointly conducted a programme with the Entry in Service Cell of the college.

No. of students benefitted   350

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL	NIL	NIL	NIL

5.8 Details of gender sensitization programmes

There are Women Cell and Women Studies centre in the college which look after the issues related to women. The college also has Disciplinary and Grievance Redressal cells for prevention/ action against sexual harassment of women students. The "Equal Opportunity Centre" too looks at various aspects of oppressive social customs and gender bias among the SC/ST/minorities & women students. In 2013-14, a gender audit was conducted by the Women Cell

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level [45] National level [Nil] International level [Nil]

No. of students participated in cultural events

State/ University level [20] National level [Nil] International level [Nil]

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level [02] National level [Nil] International level [Nil]

Cultural: State/ University level [15] National level [Nil] International level [Nil]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	(a) 25 (free admission) (b) 14 (Book grant)	(a) ---- (b) Rs. 42,000
Financial support from government	492	Rs.16,19,540
Financial support from other sources	26	Rs.2,66,800
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs: State/ University level [Nil] National level [Nil] International level [Nil]

Exhibition: State/ University level [Nil] National level [Nil] International level [Nil]

5.12   No. of social initiatives undertaken by the students   05

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision**:** The primary aspiration of North Lakhimpur College is to always look forward with a vision and elements of innovation. The College is committed to raise standards of higher education in this part of North Eastern India and for us, offering high quality teaching is more than just a priority- it is our raison d'etre. To be precise, we hope to devise a new equation for education in the near future: theory plus practical knowledge plus capacity to think.

Mission**:** The establishment of North Lakhimpur College was the outcome of the efforts and untiring zeal of a core group of far sighted persons in particular and the people of the north bank of the mighty Brahmaputra in general with the following goals and objectives in mind:

1. To impart higher education to the students of this backward region, so that economic backwardness or lack of communication could not retard the academic development of the region.
2. For socio cultural development of various ethnic groups of the region.
3. To create scientific temperament.
4. To provide employment avenue.
5. To promote gender equality.

6.2 Does the Institution have a management Information System: No. But student profile, exam procedure, financial affairs etc are stored in database through in-house software.

`6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The conference of autonomy status to the college in 2013 was a positive development which enabled it to design its own framework for curriculum development. It resulted in the formation of Academic Council and Board of Studies for U.G. and P.G. courses to devise new syllabus and course structure for the Core and Elective subjects. Relevant and updated papers were introduced and some existing papers were modified and upgraded to suit the interests of the students and the society at large. The Board of Studies of the various teaching departments comprising of subject experts and representatives from the corporate sector now sit at regular intervals to discuss issues related to curriculum enrichment and development. The various add on programmes like the Certificate programmes in Human Rights, Performing Arts, Travel & Tourism, Computational Chemistry enrich the knowledge base of the students.

6.3.2 Teaching and Learning

The academic autonomy of the college from the session 2013—14 allows it to develop its own method for effective teaching and learning. The Academic Council prepares the academic calendar at the very beginning of the academic session. The schedule of teaching and examinations in the college are conducted in a planned manner guided by the Academic Calendar. All the departments prepare 'teaching plan' to conduct the course in an efficient manner. The college provides models, charts, slide projector, LCD projector, overhead projector, interactive board, podium etc. to boost up the teaching process. The students in some departments, where they required undertaking project work, self learning is encouraged. 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 curriculum gives abundant freedom to the teacher to continuously and comprehensively keep track of the progress made by the students – for instance in addition to the compulsory Sessional tests a teacher can adopt other means like Group Discussion, Quiz, Debates & Symposium, Surprise Tests depending on feasibility and need. The tutorials are exhaustive sessions where the students can clear their doubts, if any, regarding the course content and over the years these sessions have proved to be a major boon for the slow learners. Debates after lessons and innovative teaching methodology enable students to grasp and analyze the subject instead of rote learning. Students are assessed by intra-institutional evaluation methods of the institution, which can be outlined by taking into account the following test apparatus presented below.

- 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. They are informed at the beginning of the session of the importance of these tests and cautioned against callousness that may result in poor assessment performance in the long run.

- SESSIONAL TESTS: Utmost care is taken to hold sessional tests each month 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 month and the objective is to assess the progress of the students month wise.

- STUDENT SEMINARS: There is a seminar session on every Saturday of a week. These seminars are basically centered 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. Students are observed to be very keen on participation in these seminars and they find these seminars a democratic platform to engage themselves in intellectual debates of all kinds. Sometimes there are real expansions in these seminars to incorporate inter-disciplinary discussions to make the students aware of the connectedness of the seemingly isolated fields of study.

- HOME ASSIGNMENTS: Students are asked to do various writing assignments on daily basis. 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.

6.3.3 Examination and Evaluation

Examination and Evaluation is done on a continuous basis by the Controller of Examinations of the autonomous college under credit based semester system (CBSS) from the session 2013-14. It has the following features:

- In CBSS students are assessed in two parts: i) Continuous Internal Evaluation (CIE) and ii) Semester End Examination (SEE). CIE is conducted by the course teacher all through the semester, which includes Sessional Examination I (written), Sessional Examination II (written), Seminar,/Group Discussion/ Home Assignment/ Sudden Test/ Quiz along with attendance in class. SEE is conducted at the end of the semester, on dates fixed by the Controller of Examinations.

- A student is allowed to appear in the end semester examination only if i) he or she attends at least 80% of the lectures, practicals and tutorials and ii) secures the minimum marks required in internal assessment.

- There is 25% marks for Internal Assessment and 75% marks for End Semester Examination.

- After evaluation of answer scripts every teaching department notifies the marks secured by the examinees in the various courses of study. If not satisfied with the results an examinee can approach the teaching department concerned for re-evaluation through proper channel and the re-evaluation is done in the presence of the complainant. The motive of the college is to keep the examination and evaluation processes transparent.

- After the declaration of results of a semester, the Controller of Examinations issues a grade card to students. The grade card contains the grades obtained in the courses registered by him/her, the CGPA, SGPA and the total credits earned.

- Once a student completes all the requirements of a programme the Controller of Examinations issues him/her a Transcript containing the list of courses completed by him/her with pass grades along with the final grades obtained in each, the total credits earned and the CGPA.

- Absolute Grading System is applied.

- The Parent University awards the degree to the students evaluated and recommended by North Lakhimpur College (Autonomous). The degree certificates are in a common format devised by the university. The name of the college is mentioned in the degree certificates.

6.3.4 Research and Development

North Lakhimpur College gives emphasis on research in a significant way. The IQAC encourages the faculty to undertake research projects in thrust areas not only at the regional level but also at the national level. The college has the provision of giving study leave to interested teachers to pursue research works leading to Ph.D. or M.Phil as part of Faculty Improvement Programme (FIP). The faculty is encouraged to submit new research proposals and to participate in national and international conferences/symposia and workshops. A considerable number of the teaching staff is actively involved in research. In the session 2013-14 as many as 19 faculty members have got sanction for MRP, 1 MRP has been completed and submitted and 1 is going on. One member of the teaching staff is availing the benefit of FIP. There is a Research Committee to facilitate and monitor research activity in the College. The externally funded research projects undertaken by the faculty are monitored by the Principal, the funding agency and the Academic Council of the College. Accounts of such projects are audited by the Govt. Auditor and the Accounts Section of the College. The Centre for Social Science Research published its half-yearly e-journal Social Science Researcher regularly. The teachers have their research papers published in many reputed national as well as international journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- North Lakhimpur College (Autonomous) has a well maintained and easily accessible library. The library has the SOUL package and barcode equipments besides having computers, Photostat machines and scanners for the users. The users can also benefit from the INFLIBNET facility in terms of books and journals. At present the college library has about 46,699 text books, 16,870 reference books, 80,000 e books, subscription to 33 Journals, 3800 e-Journals, various Magazines, newspapers and 200 CD and Videos.

- All the departments of the college have computers, LCD projectors and computer-related teaching equipments. The large classrooms have been equipped with high-power microphones to aid the teacher just in case they feel that they have to use them for proper teaching. Multimedia LCD projectors are used both in the actual classroom for creating interest in the topic and in the seminar hall for power point presentation. There are weekly seminars in every department and these audio-visual aids have been proved extremely helpful. Moreover, the vocational studies sections of the college, like the Disaster Management or Tissue culture, have more sophisticated instruments to assist both the faculty and the students in pursuit of first hand practical knowledge of the area in focus.

- The college has done its best to ensure that the students can be provided the best of physical infrastructure for their all-round development. It has: a sports complex comprising of gymnasium, indoor stadium, playground large enough to accommodate a 400 metre athletic track, basketball court, separate common rooms for boys and girls, 2 girls' hostels and 1 boys' hostel, well equipped laboratories, well stocked library, auditorium that can accommodate about 850 people at a time, Fish breeding tanks, INSTITUTIONAL Biotech Hub, Internet facility, Language Laboratory. Book shop, canteen etc.

6.3.6 Human Resource Management

The management of North Lakhimpur College (Autonomous) makes it sure that proper academic atmosphere is always present in the institution. The needs of the students and the teachers in relation to the teaching-learning process, which is the most essential component of an educational institution related to the production of quality human resource, are adequately looked after and in case of any complaint that is immediately attended to. The teachers are also inspired to deliver their best to instil curiosity and a sense of investigational desire among the students. They are encouraged to develop leadership qualities along with academic proficiency. Encouragement of teamwork and decentralization are encouraged. Various committees, cells and forums of the college are provided responsibilities for effective downward permeation of the benefits that the institution seeks to provide to the students. Opportunities are provided to the teachers as well as non-teaching staff for professional development. The IQAC has been quite instrumental in the management of Human Resource in the college. The record of Human Resource management in the session 2013-14 is as follows:

- Two teachers were recruited to permanent posts as per the Government and University Rules and norms which were lying vacant. The management appointed twenty temporary teachers for self-financing and regular courses as per the need.
- Self-appraisal mechanism of teachers is in practice.
- Welfare schemes for staff as per government norms are available.
- Staff development programmes are conducted and teachers are encouraged to participate in International, national and state level workshops/seminars/orientation and refresher courses. 4 faculty members attended Orientation Courses and 6 attended Refresher Courses conducted by UGC. 28 teachers attended national seminars and 12 of them presented papers there while 2 teachers attended and presented papers in International seminars
- Teachers are encouraged to pursue doctoral degree and are provided the needed research facilities. As many as 19 faculty members have got sanction for MRP, 1 MRP has been completed and submitted and 1 is going on. One member of the teaching staff is availing the benefit of FIP.
- There is a Research Committee to facilitate and monitor research activity in the College.

6.3.7 Faculty and Staff recruitment

The college runs according to Assam Provincialised College Management Act, 2005 and Dibrugarh University rules. Recruitment of faculty and staff is done as per their rules and regulations. Two teachers were recruited to permanent posts and one under the FIP scheme in the 2013-14 session. However, the college administration has to recruit temporary teachers and non teaching staff on contractual basis as per the need and as many as 20 teachers were engaged during the current session.

6.3.8 Industry Interaction / Collaboration

North Lakhimpur College (Autonomous) strongly believes that the students are to be given exposure to the industrial sector to enhance their employability in future. The students are taken to various industries as part of educational trips. For instance the students are taken to the paper mill at Jagiroad to get firsthand experience in the tissue culture laboratory. The college is planning to intensify industry interaction with the industrial sector after consultations with the representatives of the corporate/ industry sector present in the various departmental boards of studies. Companies like WIPRO, NIIT etc. have conducted placement sessions for the students in the past but no direct collaboration exists as of now. However the college is planning to strike a deal in this regard soon.

6.3.9 Admission of Students

As far as the procedure of admission to various undergraduate courses offered in the college is concerned, public notification is made through newspapers usually in June-July, inviting application for admission. The admission committee of the college decides on the admission criteria for different courses. Admission notices are also hung in the college notice board and posted at the website. Admission forms can be collected personally from the college office during the working hours and such forms can be collected through postal correspondence and from the website as well. An information brochure giving details of the academic requirements for admission to a particular course and of the other documents required for submitting an application is supplied along with the admission form. Admission to the college and the hostels is strictly on merit and subject to approval of the Principal. However, for BCA, admission is made through University conducted Entrance Test and through Common Entrance Test conducted by College for PG Diploma in PTCMP (40%).

Special categories of students, such as, SC/ST/OBC/MOBC/ PH/Sports person are admitted as per govt. rules. Lists of eligible candidates for admission are put up on the college notice board before the day of interview for admission. The selected candidates have to get themselves admitted on the very day of interview. The departments may select students for their respective major courses by holding separate tests. So, admission to the college may not necessarily mean admission into a particular major course. It is noteworthy that the college maintains minimum 45% of cut off marks in the Higher Secondary Exams for the students of general category for admission to degree classes. In the session 2013-14 the total number of students admitted were 1680 out of which 133 belonged to SC, 277 belonged to ST, 865 belonged to OBC and 405 belonged to General category.

6.4 Welfare schemes for

Teaching	G.P.F, Group Insurance, College Cooperative Thrift Society
Non teaching	G.P.F, Group Insurance, College Cooperative Thrift Society
Students	Student Aid Fund, Insurance for Students, Provision of free admission and book grant to economically weak students, Health Care Centre

6.5 Total corpus fund generated | Rs. 10,00,000 |

6.6 Whether annual financial audit has been done   [✓] Yes   [ ] No

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Does not arise	Yes	College
Administrative	No	Does not arise	No	Does not arise

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes [✓] No [ ]

For PG Programmes   Yes [ ] No [ ]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The conference of autonomy status to North Lakhimpur College in 2013-14 enabled it to undertake some significant measures towards examination reforms which are briefly stated below:

- North Lakhimpur College (Autonomous) Examination Ordinance is adopted.
- The Examination Committee of North Lakhimpur College)Autonomous) is formed
- The Office of the Controller of Examinations is created with one Controller of Examinations and two Deputy Controllers.
- CBSS and CGPA system is introduced
- In CBSS students are assessed in two parts: i) Continuous Internal Evaluation (CIE) and ii) Semester End Examination (SEE). CIE is conducted by the course teacher all through the semester, which includes Sessional Examination I (written), Sessional Examination II (written), Seminar,/Group Discussion/ Home Assignment/ Sudden Test/ Quiz along with attendance in class. SEE is conducted at the end of the semester, on dates fixed by the Controller of Examinations.
- There is 25% marks for Internal Assessment and 75% marks for End Semester Examination.
- In Internal Assessment one or more tools can be used that suit the courses such as objective tests, written tests, assignments, paper presentation, laboratory works etc.
- A student is allowed to appear in the end semester examination only if i) he or she attends at least 80% of the lectures, practicals and tutorials and ii) secures the minimum marks required in internal assessment.
- After evaluation of answer scripts every teaching department notifies the marks secured by the examinees in the various courses of study. If not satisfied with the results an examinee can approach the teaching department concerned for re-evaluation through proper channel and the re-evaluation is done in the presence of the complainant. The motive of the college is to keep the examination and evaluation processes transparent.
- Setting and moderation of question papers, evaluation of answer scripts, scrutiny, tabulation of marks etc. and announcement of results are performed as per North Lakhimpur College (Autonomous) Examination Ordinance.
- Practical Examination of a semester is normally held prior to the End Semester Examination.
- A student is allowed to take the 'betterment examinations' in any two theory courses of any of the six semesters after passing the sixth semester examination only once. In this case, the higher marks secured by the student is to be retained. He/she has to apply for betterment examination within one year of passing the sixth semester examination. No betterment is allowed in practical examinations.
- Any difficulty which may arise in the course of operation of these regulations relating to holding of examinations shall be dealt by the Examination Committee of North Lakhimpur College (Autonomous)

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Does not arise

6.11 Activities and support from the Alumni Association

The members of the alumni association of the college had a yearly meeting during the session. It organized a meet of the ex office bearers of the Students Union also. The Alumni Association has been developing 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 suitable placement.

6.12 Activities and support from the Parent – Teacher Association

The Guardian/Parent association of the college contributes generously to the development of the college. An annual Guardian/Parent Meeting is held by the institution at least once in a year. The guardian/parents of the students are invited to the meeting and they are informed about the over-all picture of the academic progress made by the institution during the academic session. The constructive criticism offered by the parents/guardians is given due importance that has the potential to make the institution more viable to meet the academic challenges of modern times. The association has been very active in dealing with matters related to the academic well being of the college family. At present the association has about 550 members and Sri Sarat Ch. Chelleng and Sri Golap Hazarika are the President and the Secretary respectively..

6.13 Development programmes for support staff

Non teaching staffs of the college are allowed to join training programme organized by ASC and University. As the office works such as admission, accounts, examination, election, registration etc. are computerized, the staffs are trained as such to keep the records of their assigned works both in hard and soft form by the Department of Computer Science and other competent staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

North Lakhimpur College (Autonomous) is well aware of its responsibility to contribute for maintaining ecological balance in general and to ensure a pollution free and green campus in particular. Situated on the bank of a lean but historic river Somdiri, the college is noted for its green and clean environment. The college is nursing a few flower gardens and botanical gardens accommodating valuable plants. The Department of Botany maintains an Orchid Preservation Centre where over 200 orchid species are preserved. The NSS wing of the college took a plantation drive in the current session on 22/07/2013 in the college campus to make it eco-friendly. The Department of Zoology also undertook a programme of plantation in the campus. Chewing of betel nut, gutkha etc. are strictly prohibited in the campus.

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Curriculum Development:

- The formation of Academic Council and Board of Studies for U.G. and P.G. courses to devise new syllabus and course structure for the Core and Elective subjects.
- Relevant and updated papers were introduced and some existing papers were modified and upgraded to suit the interests of the students and the society at large.

Examination Reforms:

- North Lakhimpur College (Autonomous) Examination Ordinance is adopted.
- The Examination Committee of North Lakhimpur College)Autonomous) is formed
- The Office of the Controller of Examinations is created with one Controller of Examinations and two Deputy Controllers.
- CBSS and CGPA system is introduced
- In CBSS students are assessed in two parts: i) Continuous Internal Evaluation (CIE) and ii) Semester End Examination (SEE). CIE is conducted by the course teacher all through the semester, which includes Sessional Examination I (written), Sessional Examination II (written), Seminar,/Group Discussion/ Home Assignment/ Sudden Test/ Quiz along with attendance in class. SEE is conducted at the end of the semester, on dates fixed by the Controller of Examinations.
- There are 25% marks for Internal Assessment and 75% marks for End Semester Examination.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Plan of Action	Achievements
• Introduction of new courses	• Process started for introduction of P.G. Course in Assamese and Electronics, Home Sc (Major), PGDCA, permission received for starting Diploma in Computer Applications and Advance Certificate in Sericulture under UGC Community College Scheme.
• To introduce new course, curriculum and CGPA in Semester Examinations.	• CGPA in Semester examinations introduced.
• To encourage and motivate teachers to submit more number of research projects to funding agencies and enhance research activity and output.	• Sanction for total 19 MRP received during this session.
• To give more emphasis to English language/Communication Skills, Computer Proficiency, Innovative Skill and Entrepreneurship Developmental programmes.	• IQAC has been able to provide the following facilities and training to the students: 5. A well equipped Language Lab with 21 terminals was established to enhance English Language/Communication Skills, 6. A Virtual Library was established, more no of computers are added in the Computer Centre and Library, Wi-Fi connectivity initiated.

	7. A seven day long Entrepreneurship Developmental Programme was organized.
	8. Entrepreneurship Developmental Programme was held in collaboration with Govt. Of Assam to facilitate the students to attain preference in the recruitment in different jobs in public sector.
• To intensify and systematize placement services and drive as well as competitive culture among students; to maintain track record of outgoing students to know their progression in life.	• An Ex Office bearers meet was organized in the college to maintain track record of outgoing students
• To complete the construction of the College Auditorium.	• The construction of the College Auditorium has been completed.
• To systematize and further strengthening of IQAC, in the light of NAAC Core values.	• IQAC has been able to channelize the efforts and measures of the college towards academic excellence. For instance an anti Ragging Squad is formed, Value Education is imparted to the students through the courses conducted by the Gandhian Studies Centre and Human Rights Education)

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

Adoption of best practices in North Lakhimpur College (Autonomous) is based on certain contexts which include literary and socio-economic backdrop of the society. These practices are institutionalized rather than individualized. Two such practices are:

- Learner centric approaches - ICT enabled teaching - learning practices, Virtual Learning Centre and Language Laboratory and continuous internal evaluation.

- Welfare schemes for Teaching, Non- Teaching Staff and Students

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

As a pioneer of higher education in north east India North Lakhimpur College (Autonomous) is well aware of its responsibility to contribute for maintaining ecological balance in general and to ensure a pollution free and green campus in particular. Situated on the bank of a lean but historic river Somdiri, the college is noted for its green and clean environment. The college is nursing a few flower gardens and botanical gardens accommodating valuable plants. The Department of Botany maintains an Orchid Preservation Centre where over 200 orchid species are preserved. The NSS volunteers organized a plantation programme in the college campus on 22/07/2013. The Department of Zoology organized a camp for environmental awareness in the session in the college in collaboration with the Ministry of Environment and Forests. Noted Agricultural environmentalist Dr. Prabal Saikia, a member of Environmental organisation Green Heritage delivered a talk on the occasion. Chewing of betel nut, gutkha etc. are strictly prohibited in the campus to keep it clean.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [✓]

7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)

No

8. **Plans of institution for next year**

> The plan of action chalked out by IQAC for the session 2014-15 is as follows:
>
> - Introduction of Post Graduate Course in few departments
>
> - Introduction of Diploma Course in Physical Education
>
> - Extension of internet facilities to the hostels
>
> - Expansion of Extension activities through NCC, NSS and other wings
>
> - Addition to infrastructural facilities by completing the construction of New Administrative Building, New Building for Physics Department, Digital Class Room, Class room for PG classes, Extension of Girls' Hostel and Extension of Teachers' Quarters etc.

Name : Atanu Gogoi   *Name : Dr. Biman Ch. Chetia*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Annexure (i)

Abbreviations:

CAS   -   Career Advanced Scheme

CAT   -   Common Admission Test

CBCS -   Choice Based Credit System

CE   -   Centre for Excellence

COP   -   Career Oriented Programme

CPE   -   College with Potential for Excellence

DPE   -   Department with Potential for Excellence

GATE -   Graduate Aptitude Test

NET   -   National Eligibility Test

PEI   -   Physical Education Institution

SAP   -   Special Assistance Programme

SF   -   Self Financing

SLET -   State Level Eligibility Test

TEI   -   Teacher Education Institution

UPE   -   University with Potential Excellence

UPSC -   Union Public Service Commission

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Annexure (ii)

NORTH LAKHIMPUR   COLLEGE, ASSAM

(AUTONOMOUS COLLEGE)
Estd. 1952

ACADEMIC CALENDAR , 2013-14

[Prepared by Academic Performance Evaluation Committee (APEC), North Lakhimpur College, under Autonomous System]

(Subject to modification at par Dibrugarh University Academic Calendar)

Date	Event
July 16, 2013	1. Commencement of B.A. /B.Sc. 1st/ 3rd/ 5th Semester Classes 3. Notification of Class Routine 4. Notification of Course Plan & Departmental Class Routine in the Departmental Notice Boards by the Departments
July 16-25, 2013 (any one day for each programme)	(1) Interaction with the 1st Semester Students by the Principal and teachers of the College (2) Orientation of teachers/ students on credit-based system (3) Freshers' Social
August 16-24, 2013	1_{st} Sessional Examination (particularly for the B.A./ B.Sc 1st/ 3rd/ 5th Semester classes) to be conducted by the teaching departments
*August 25,26,27, 2013	Last date for submission of Filled-in Registration Forms of the B.A/ Bs. 1st/ 3rd/ 5th Semester Students.
August 25-31, 2013	Students' Counselling & Mid Semester Feedback Assessment for the B.A./ B.Sc. 1st/ 3rd/ 5th Semester classes (any one day)
September 1-7, 2013	Students' Union Election (any one day)
September 10-15, 2013	(1) Notification of 1st/ 3rd/ 5th Semester Sessional Examination's marks in the Departmental Notice Board (2) Internal Assessment through Seminar/ Group Discussion etc.
September 20-30, 2013	2_{nd} Sessional Examination (particularly for the B.A./ B.Sc 1st/ 3rd/ 5th Semester classes) to be conducted by the teaching departments .
September 30, 2013	Last date for submission of Assignments (if any)
*October 10-12, 2013	Form fill-up of the B.A./ B.Sc. End Semester Examinations 1st/ 3rd/ 5th Semester
October 15-20, 2013	Notification of 2_{nd} Sessional Examination marks in the Departmental Notice Board
October 15-20, 2013	Last date for submission of filled in Examination Forms of the B.A./ B.Sc.. End Semester Examinations to the Controller of Examination/ Dibrugarh University
October 31, 2013	Completion of Odd Semester Classes
*Nov 10- 30, 2013	End Semester Examinations 1st/ 3rd/ 5th Semester of the BA/ B.Sc. Programmes
November 10- 12, 2013	Last date for Submission of Internal Assessment records (marks) to the Controller of Examination

Nov 15 –Dec 15, 2013	Evaluation of End Semester Answer Scripts as per direction of the Principal/ Zonal Officer.
December 16, 2013 –January 15, 2014	Semester End Break
December 28, 2013	Last date for Submission of Evaluated Scripts of the End Semester Examinations 1st/ 3rd/ 5th Semester of the BA/ B.Sc. Programmes with relevant documents to the Controller Exam, NLC
January 1, 2014	Programme for welcoming New Year 2014
January 2, 2014	(1) Commencement of the Even Semester Classes (2st/ 4rd/ 6th Semester (2) Notification of Class Routine for the Even Semesters (3) Notification of Course Plan of the Even Semesters in the Departmental Notice Board
January 7-- 12, 2014	College Week (For five days)
*January 31, 2014	Declaration of the B.A./ B.Sc 1st/ 3rd/ 5th Semester Examination Results
February 6-15, 2014	1st Sessional Examination (particularly for the B.A./ B.Sc(2st/ 4rd/ 6th Semester classes) to be conducted by the teaching departments
February 15-21, 2014	Students' Counselling & Mid Semester Feedback Assessment for the B.A./ B.Sc. (2st/ 4rd/ 6th Semester classes (any one day)
March 5-10, 2014	Notification of 1st Sessional Examination's marks in the Departmental Notice Board
March 19-24, 2014	Internal Assessment(for 2nd Semester BA/ B.Sc./ B.Com Programmes) through Seminar/ Group Discussion
April 2-12, 2014	2nd Sessional Examination (particularly for the B.A./ B.Sc./ B.Com. (2st/ 4rd/ 6th Semester classes) to be conducted by the teaching departments
*April 12, 2014	1. Last date for submission of Assignment (if any) 2. Last date for Form fill-up of the B.A./ B.Sc.. End Semester Examinations (2st/ 4rd/ 6th Semester
*April 25, 2014	Last date for submission of filled in Examination Forms of the B.A./ B.Sc. (2st/ 4rd/ 6th Semeste by the colleges to the Controller Exam, NLC
May 2-5, 2014	Notification of 2nd Sessional Examination Marks of the (2st/ 4rd/ 6th Semester BA/ B.Sc. Programmes in the Departmental Notice Boards
May 5, 2014	Completion of (2st/ 4rd/ 6th Semester Classes of the BA/ B.Sc. Programmes
*May 14- May 31, 2012	**End Semester Examinations of the BA/ B.Sc. 2st/ 4rd/ 6th Semester** .
May 14-16, 2014	Last date for Submission of Internal Assessment records (marks) of the B.A./ B.Sc. (2st/ 4rd/ 6th Semester Examinations by the Colleges to the Controller Exam, NLC
May 21- June 10, 2014	Evaluation of Answer Scripts of the B.A./ B.Sc. End Semester Examinations (2st/ 4rd/ 6th Semester as per direction of the Principal / Zonal Officer.
June 16- July 15, 2014	Semester End Break

June 20, 2014	Last date for Submission of Evaluated Scripts of the End Semester (2st/ 4rd/ 6th Semester Examinations of the BA/ B.Sc. Programmes to the Controller Exam, NLC
*July 20, 2014	Declaration of the 2st/ 4rd/ 6th SemesterExamination Results

*Dates may be altered at par University Notification.

- Departments will arrange for Seminar/ Workshop etc. at National/ Statelevel / Regional from time to time as per instruction from UGC.
- Separate Notification shall be issued to B.C.A. students regarding Registration, Form Fill up & Examinations.

Principal
North Lakhimpur College
(Autonomous)

Copy to:

1. The Vice Principal, North Lakhimpur College.
5. The Controller of Examinations, North Lakhimpur College.
6. The Member Secretary, Academic Council, North Lakhimpur College
7. The President, Governing Body, North Lakhimpur College
8. The Heads of the Teaching Departments, North Lakhimpur College
10. The Coordinator, IQAC, North Lakhimpur College .
11. The Librarian, North Lakhimpur College
11. The System Administrator (Examination), North Lakhimpur College.
12. The Supervising Assistant, North Lakhimpur College,
13. The General Secretary, N.L.C.S.U.
13. Guard File.

Principal
North Lakhimpur College

Annexure (iii)

Analysis of the feedback

Like the previous year, this year also the college has taken feedback from its stakeholders - Alumni, parents, employees and students - in specially designed format. Their opinions were considered for discussion in IQAC meetings and necessary recommendations were forwarded to the concerned authority and persons through relevant channels. The heads of the different departments were entrusted with the task of assessing the students" progress and their response to the faculty and the subject in question. The heads and the faculty personally asked them their opinion on the course and the way it is being delivered to them. On the basis of the students" feedback, the HoDs took corrective measures which were under their domain and for the rest sent its report along with a number of suggestions that the departments deemed required to be immediately attended to. Feedback from alumni, parents and employees was also discussed by the IQAC and the college administration and remedial measures were taken where it was necessary.

Annexure (iv)

Best Practices:

Curricular Aspects	• Autonomy in preparation of syllabus by the Board of Studies and formation of the Academic Council under the status of autonomous college. • UGC Innovative P.G Diploma and DBT sponsored PG Diploma along with COPs' and Distance education schemes of different universities.
Teaching-Learning and Evaluation	• CBCS and CGPA system • Well designed academic calendar. Transparent admission process. • Learner centric approaches and continuous internal evaluation • Project work, field work and home assignments are made part of learning process. • Quality teaching and maintenance of student discipline. • Personal care of students by faculty. • Good learning resources and student support system • ICT enabled teaching - learning practices. Virtual Learning Centre and Language Laboratory • Autonomy in the examination system

Research, Consultancy & Extension	• Involvement of teachers in research activities. • Existence of e-journal
Infrastructure and Learning Resources	• Adequate infrastructure, library, computer centre, internet, laboratory, canteen etc. • Hostel for boys and girls. • Publication Cell • Sports complex
Student Support and Progression	• Discipline and security, • Good enrolment of girls; • Good results and progression to higher education; • Commendable cultural activities; • Dress code for all students. • Anti ragging and grievance redressal cell. • Scope for sports and cultural activities. • Counseling on Career Planning and Higher Studies.
Governance and Leadership	• Decentralised and democratic functioning of the college, a move towards transparent administration. • Impressive generation of resources from UGC and other central agencies. • Parents-guardian and alumni forum. • Extension Programmes and well-knit

	college-neighborhood network.
	• Insurance of college properties
	• Welfare schemes for teachers, staff and students