

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

AQAR for the year (for example 2013-14)

2015-16

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:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

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)

1.5 Website address:

Web-link of the AQAR:

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	1 st Cycle	B+	78%	2004	2004-02004-09
2	2 nd Cycle	A	3.08	2011	2011-16

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

11-12-2004

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

- i. AQAR 2011-12 submitted to NAAC on (01/08/2012)
- ii. AQAR 2012-13 submitted to NAAC on (25/12/2013)
- iii. AQAR 2013-14 submitted to NAAC on (29/08/2014)
- iv. AQAR 2014-15 submitted to NAAC on (30/03/2017)

1.9 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

1.10 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. C.O.P. 4. Certificate Courses
5. Courses under Community College Scheme

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

Dibrugarh University

1.12 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*)

P.G

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

11

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

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 04

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

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 round development of its students so that the college can enhance its contribution to the academic field. The IQAC has established several cells and centers 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. IQAC has been able to channelize the efforts and measures of the college towards academic excellence during the session 2015-16. The major outcomes of IQAC activities of this session are given below:

- New courses introduced such as M.Sc. in Chemistry, M.A. in Political Science and Mass Communication and Journalism
- Progress of MRPs pursued by the faculty members
- Addition to the existing infrastructure by up gradation of the laboratories of the Dept. of Physics, Chemistry, Education and Physical Education, Computer Laboratory of the Dept. of Mathematics, Extension and up gradation of class room and laboratory of the Dept. of Zoology ,extension of new Girls Hostel, Additional Laboratory for the Dept. of Computer Science, Development of Infrastructure for the P.G. Dept. of Mass Communication and Journalism and Political Science, Construction of Synthetic Trek, Construction of Digital Class Room, Development of the Teachers' Common Room, Dept. of Chemistry
- Construction of spur to protect the college from the erosion of the river Somdiri
- Formulation of the Perspective Plan for the College
- Introduction of online feedback for different stakeholders
- Introduction of the practice of Student Adalat, a programme of interaction with the students to receive direct feedback from the students on different academic and non-academic issues of the college
- Expansion of Extension activities
- Performed Gender Audit

2.15 Plan of Action by IQAC/Outcome

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 *

Plan of Action	Achievements
<ul style="list-style-type: none"> • Introduction of Post Graduate Course in few departments • Expansion of Extension activities through NCC, NSS and other wings • Addition to infrastructural facilities • Measures for quality enhancement by IQAC 	<ul style="list-style-type: none"> ➤ M.A. in Political Science and Mass Communication and Journalism and M.Sc. in Chemistry introduced ➤ A number of Extension activities performed through NCC, NSS and other wings ➤ Addition to the existing infrastructure made by up gradation of the laboratories of the Dept. of Physics, Chemistry, Education and Physical Education, Computer Laboratory of the Dept. of Mathematics, Extension and up gradation of class room and laboratory of the Dept. of Zoology ,extension of new Girls Hostel, Additional Laboratory for the Dept. of Computer Science, Development of Infrastructure for the P.G. Dept. of Mass Communication and Journalism and Political Science, Construction of Synthetic Trek, Construction of Digital Class Room, Development of the Teachers' Common Room, Dept. of Chemistry ➤ Measures for quality enhancement taken by IQAC such as formulation of perspective plan, online feedback, direct interaction with the students for more effective feedback through the "Students' Adalat", more use of ITC etc.

* *Attach the Academic Calendar of the year as Annexure. (Attached in annexure)*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate NO Any other body No

Provide the details of the action taken

The Governing Body of North Lakhimpur College (Autonomous) discussed the AQAR, 2015-16 in its meeting held on 20-10-2016. It appreciated the efforts of the IQAC to ensure quality in all spheres of the institution. It approved the report prepared for submission 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.

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	03	Nil	Nil
UG	03	Nil	01	Nil
PG Diploma	02	Nil	02	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	11	01(under community college)	Nil	06
Others	Nil	Nil	Nil	Nil
Total	16	04	02	06
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	7 (B.A., B.Sc. B.C.A., M.A., M.Sc., P.G. Diploma, COP)
Trimester	Nil
Annual	1 (COP-TTM)

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.

No

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

Following courses were introduced in the year 2015-16 in the college:

P.G. programmes: M.A. in Political Science and Mass Communication and M.Sc. in Chemistry

The college has upgraded and added to its existing infrastructure to run the above mentioned courses. Academic arrangements such as preparation of syllabus for the courses, provision for visiting faculties for the P.G. courses to supplement the permanent faculties etc. are made.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
67	39	27	Nil	01 (Non-Sanctioned)

2.2 No. of permanent faculty with Ph.D.

30

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
5	02	Nil	Nil	Nil	Nil	Nil	Nil	5	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

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20

20

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	1/0	63/12	0/9
Presented papers in Seminars/ Workshops	1/0	28/0	Nil
Resource Persons	Nil	2	4

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

The learning process has been made student-centred in the college 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. The thrust area identified in consonance with the NAAC guidelines is to effect a paradigm shift in the knowledge delivery system. We visualize a smooth transition to digital learning in the immediate future without sacrificing the strengths of the conventional class room. Steps have already been taken to provide maximum use of all the ICT facilities in the college. The College has provided computers to all the departments. New desktops and laptops are purchased and installed. New LCD projectors are installed in the College. Three high tech Digital Interactive Board is installed at the Department of Computer Science, Physics and Geography. Public Address Systems are installed at the big class rooms. Public Address Power Podiums are also installed. Wi Fi facility is provided in the college campus and audio-video facilities are also provided in general class rooms. The Net and ICT facilities enhance and enrich the teaching learning process. A state of the art Conference cum e-class room is developed.

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

180

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

- 1) Examination and Evaluation has been done on a continuous basis 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).
- 2) **CIE** has been conducted by the subject teacher all through the semester; which includes Sessional Examination I (Written); Sessional Examination II (Written); Seminar/Group Discussion /Home Assignment/ Surprise Test/ Field study or any other innovative programme as chosen by the Department concerned, along with Attendance in class.

Evaluation Reforms:

- Answer scripts are coded to hide the identity of the examinee.
- A student can personally verify the answer script by paying prescribed fee of Rs. 100/- per paper within 10 days of declaration of marks in the notice board of respective departments.

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

09 (P.G)		
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2.10 Average percentage of attendance of students

70

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	Grade A	Grade B	Grade C	Pass %
B.A.	316	11.7	4.7	50	20.3	75
B.Sc.	176	25.6	16.5	56.3	4.5	77.3
B.C.A.	11	--	73	18	--	91

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

The IQAC takes periodical feedback online from the students and guardians and self appraisal report from the teachers to monitor and evaluate their progresses and problems in the process of teaching and learning. Students are also encouraged to express any grievance related to the process of teaching and learning in the Student Adalat, an open session of interaction with the students. All such feedback is 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

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	01
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	Nil

Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	4
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	Nil
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 2015-16, 20 teachers of the college are engaged in Minor Research Projects and 3 in Major Research Project granted by the UGC. The departments are also encouraged to invite distinguished researchers for special lectures and for collaborative research work. The IQAC proposes the college authority to provide with financial assistance to the faculty members to undertake research work and one permanent and two contractual teachers received seed money to carry out their research works this year

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	1	Nil	Nil
Outlay in Rs. Lakhs		8,00,400 to Dr. Aravinda Rajkhowa		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	18	Nil	2
Outlay in Rs. Lakhs	3,30,000	47,00,000	„	3,30,000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	22	2	Nil
Non-Peer Review Journals	2	16	3

e-Journals	2	Nil	Nil
Conference proceedings	1	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	2014 onwards	UGC	8,00,000	4,00,000
Minor Projects	2014-16	UGC	11,65,000 (from July, 2014 to June 2016)	47.13,500(including the amount due from the previous years)
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects (other than compulsory by the University)	Nil	Nil	Nil	Nil
Any other(Specify): Seed Money	2015-16	North Lakhimpur College	Rs. 30,000	Rs. 30,000
Total			Rs. 19,95,000	Rs. 51, 43,000

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

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)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	1
Sponsoring agencies	-----	-----	-----	-----	College

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

3.13 No. of collaborations

International National Any other

3.14 No. of linkages created during this year : Nil

3.15 Total budget for research for current year in lakhs :

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

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
01	Nil	Nil	1	Nil	Nil	Nil

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

03

06

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 02 SRF Nil Project Fellows Nil Any other Nil

3.21 No. of students Participated in NSS events:

University level Nil State level 34

International level Nil National level Nil

3.22 No. of students participated in NCC events:

University level Nil State level Nil

National level 10 International level Nil

3.23 No. of Awards won in NSS

University level Nil State level 05

National level 05 International level Nil

3.24 No. of Awards won in NCC

University level Ni State level Nil

National level 02 International level Nil

3.25 No. of Extension activities organized

University forum	<input type="text" value="Nil"/>	College forum	<input type="text" value="5"/>	
NCC	<input type="text" value="Nil"/>	NSS	<input type="text" value="4"/>	Any other <input type="text" value="Nil"/>

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

- Adoption of a village by the NSS wing of the college continued
- Adoption of a girl student every year by giving financial aid for her educational expenditure continued

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	-	25.13acres	
Class rooms	46	10	UGC/College Development fund/ Admission fund	56	
Laboratories	12	11	”	23	
Seminar Halls	1	1	”	2	
No. of important equipments purchased (\geq 1-0 lakh) during the current year.					
Value of the equipment purchased during the year (Rs. in Lakhs)				17.5	
Others	Hostel	1	UGC	3	3

4.2 Computerization of administration and library

There are six computers in the college office for different purposes. Admission related works, fee collection, billing etc. and most of the administrative works are done with computers. There are ten computers in the library. Three of those are used for data entry, one for scanning, uploading and down loading and five are for the use of the students with internet connection.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	30174	Rs. 1,51,32,368	232	Rs. 56,862	30406	Rs. 1,51,89,230
Reference Books	17308	Rs. 86,34,812	348	Rs. 1,80,988	17656	Rs. 88,15,800
e-Books	80,000+	Through N list programme under INFLIBNET, Ahmedabad				
Journals	29	Rs. 20,850	02	Rs. 5140	31	Rs. 25,990
e-Journals	3,500+	Through N list programme under INFLIBNET, Ahmedabad				
Digital Database	450					
CD & Video	275					
Others (specify)	Bound volumes/Newspaper Clippings etc.					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	53	2	24	2	0	6	19	--
Added	8	4	Wi Fi	0	1	1	2	--
Total	61	6		2	1	7	21	--

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

- 1) Internet facility is provided through the WI FI system,
- 2) Training provided to non teaching staff on e-Governance by the Department of Computer Science as and when necessary.
- 3) A compulsory paper on computer skill is included in the syllabus for the students by the Board of Studies under the autonomous system

4.6 Amount spent on maintenance in lakhs :

i) ICT	17.4
ii) Campus Infrastructure and facilities	47.2
iii) Equipments	17.5
iv) Others	----
Total :	82.1

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 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

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2242	92	Nil	Nil

(b) No. of students outside the state

20

Nil

(c) No. of international students

No	%
--	--

Men

No	%
--	--

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
483	169	320	1013	04	1989	566	263	495	1782	03	3109

Demand ratio UG (Science): 1.81: 1

UG (Arts): 1.47: 1

PG (Assamese): 6.09: 1

PG (Electronics): 2.37: 1

PG (Chemistry): 6.54: 1

P.G. (Mass Communication): 1.50: 1

PG (Political Science): 2.45: 1

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

There is a Career and Counselling cell in the college that offers career counselling and coaching to the students for competitive examinations. It organized the following programmes: (i) Career Guidance after graduation provided by Times Pro (The Times of India), (ii) Career Oriented Programme and (iii) Free Bank/SSC/RRB/NET coaching. The number of students who were benefitted by these programmes is 117, 33 and 33 respectively.

No. of students beneficiaries

183

5.5 No. of students qualified in these examinations

NET	07	SET/SLET	01	GATE	Nil	CAT	Nil
IAS/IPS etc	Nil	State PSC	Nil	UPSC	Nil	Others	Nil

5.6 Details of student counselling and career guidance

The Career and Counselling Cell of the college offers career counselling to students and guide the young minds by helping them to understand their strength. It provides them with requisite know how of the emerging trends in different fields, advices the students on how to identify promising career options on interview and job skills, make arrangement for campus interview for placement, organizes seminars and workshops on career guidance by inviting professionals to help the students in choosing their career goals. It organized the following programmes in 2015-16: (I) Career Guidance after graduation provided by Times Pro (The Times of India), (II) Career Oriented Programme and (III) Free Bank/SSC/RRB/NET coaching.

No. of students benefitted

183

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	No Record

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.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	18	69530
Financial support from government	211	815000
Financial support from other sources	18	78800
Number of students who received International/ National recognitions	1	

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: As explained below

Nature of the grievance	How they were addressed
Shortage in infrastructure	A sum of Rs. 10, 00,000/- was allotted for improving the infrastructure of the departments including provision for generator set.
Congested sitting arrangement	Adequate number of desks and benches were supplied.
Inadequate lighting and fan in the class rooms	The grievance was remedied with renewed electrical wiring and installation of bulbs and fans.
Inadequate lavatory facility	New boys' urinals have been constructed and steps taken to maintain the sanitation.
Shortage of chemicals, apparatus and books (especially for PG classes)	Chemicals and apparatus were provided to the concerned departments and more books were added to the library.
Accumulation of plastic garbage	The college has initiated a "clean and green campus" campaign in which the use of plastics within the college campus is restricted.
Shortage of space and water logging in the bike/ cycle stands	The college has come up with additional bike/ cycle stand and earth filling was done to meet the problem of water logging.
Disturbance in attending classes due to various cultural and sports practice sessions	Measures taken for the practice sessions to begin only after the classes were over.
Students' demand for decreasing the pass mark from 40% to 30%, Fewer gaps in the exam. schedule	Discussions are underway with the office of the Controller of Examinations to resolve such issues.

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'être. 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 has 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 academic autonomy of the college enjoyed from 2013 enables it to design its own framework for curriculum development. There is an 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 are introduced, some existing papers 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

North Lakhimpur College follows 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 under credit based semester system (CBSS) 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 2015-16 as many as 20 faculty members are involved in Minor Research Project and 3 members in Major Research Project. 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 publishes its half-yearly e-journal Social Science Researcher regularly. An international e-journal "Environmentalism" is also published by the college. The teachers have their research papers published in many reputed national as well as international journals. Steps are taken by the college to offer Seed Money to few teachers yearly for pursuing research works in different fields and that can be availed by the contractual teachers as well.

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 30406 text books, 17656 reference books, above 80,000 e books, subscription to 29 Journals, above 3800 e-Journals, various Magazines, newspapers, 450 digital database and 275 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. The completion of a central digital class room with all required amenities further strengthened the physical infrastructure of the college. 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 100 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, conference hall, 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 instill 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 2015-16 is as follows:

- Five 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 and twenty visiting teachers for U.G. and P.G. and 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/STC and refresher courses. 2 faculty members attended Refresher Courses conducted by UGC. one was on FIP programme and 4 others attended week long workshop/STC. The teachers of the college attended 1 international seminar, 63 national seminars, 9 state level seminars and 12 national workshops. They presented papers in 1 International seminar and 28 national seminars. 2 teachers acted as resource person in national seminars and 4 others in state level seminars.
- Teachers are encouraged to pursue doctoral degree and are provided the needed research facilities. As many as 20 faculty members are engaged in MRP, 2 MRPs have been completed and submitted and 18 are 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 college is offering seed money to Permanent and contractual teachers to carry out research work and one permanent and two contractual teachers have received such assistance this year

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. Five teachers were recruited to permanent posts in the 2015-16 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 contractual and 20 visiting teachers were engaged during the current session for the U.G. and the P.G. courses.

6.3.8 Industry Interaction / Collaboration

The college intends to establish interaction with the industrial sector. But the region being industrially underdeveloped the scope of industrial interaction and collaboration is quite limited. 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 plans 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. 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. Admission to the Post graduate courses is given on the basis of the entrance test.

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, Provision of free admission and book grant to economically weak students, Health Care Centre, Financial aid to the Girl Child adopted by the college

6.5 Total corpus fund generated

3,000

6.6 Whether annual financial audit has been done

Yes No

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

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

6.8 Does the University/ Autonomous College declares 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 following practices and systems are in force regarding examination reforms:

- There is the Office of the Controller of Examinations with one Controller of Examinations and two Deputy Controllers.
- CBSS and CGPA system is in practice
- 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?

The parent University is providing the college with guidance and expertise in various bodies of the college through its representatives such as in the Academic Council, Board of Studies etc.

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. The Alumni Association plans 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. The passed out students of the 2007 batch organized a meet during the session.

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. On the other hand, the teachers of the college are organized in a unit which is a significant stakeholder of the institution. The unit contributes to the development of the college to the maximum possible extent. It meets periodically to discuss different academic and non-academic matters of the college. The members of the unit perform their academic and non-academic duties with a sense of responsibility and dedication and are instrumental in shaping the institution and enhancing its overall quality.

6.13 Development programmes for support staff

Non teaching staffs of the college are allowed to join training programmes organized by ASCs and Universities. As the office works such as admission, accounts, examination, election, registration etc. are computerized, the staffs are trained accordingly 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. Chewing of betel nut, gutkha etc. are strictly prohibited in the campus to keep it clean. In addition to these activities the following initiatives are taken in the year by the college to make the campus eco-friendly:

- A plantation drive was launched by the students of the college on the occasion of the 'World Environmental Day' on the 6th June.
- Alumni of the 2007 batch undertook a programme of plantation in the college campus on the occasion of a get together function.
- The Dept. of Physical Education organized a cleanliness drive and Plantation programme
- The NSS wing of the college organized a cleanliness drive in the campus
- The college constructed Spur on Somdiri River Bank

Criterion – VII

7. Innovations and Best Practices

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

- Introduction of new courses such as M.A. in Political Science and Mass Communication and Journalism and M.Sc. in Chemistry augmented the academic atmosphere of the college paving the way for addition of more P.G. and U.G. courses relevant for greater socio-economic development of the region in future.
- On the other hand the encouragement given to the students by various means in general and by the book reading competition organized by the college library in particular have contributed largely to enhance the habit of reading among the students making them more learned, cultured and competitive striving for excellence
- The provision of yearly adoption of a girl child by the college from this year onwards reflects the commitment of the college towards its social responsibilities and obligations and it makes the college family more dedicated and enthusiastic to respond to cause of social welfare.

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	Action Taken Report
<ul style="list-style-type: none"> • Introduction of Post Graduate Course in few more departments • Measures for quality enhancement by IQAC such as formulation of perspective plan, steps and environmental audit, online feedback, more use of ITC etc. • Expansion of Extension activities through NCC, NSS and other wings • Addition to infrastructural facilities by completing the construction/extension of the Zoology Dept. Building, classroom for the Dept. Physical Education etc. • Construction of Synthetic Track • Construction of Digital Class Room • Construction of Spur on Somdiri River Bank 	<ul style="list-style-type: none"> • M.A in Political Science, M.A in Mass Communication and Journalism and M.Sc. in Chemistry introduced. • A Perspective Plan is formulated, Environmental Audit is performed, online feedback by different stakeholders of the college is introduced and use of ITC is expanded. • A number of extension programmes are materialized through the NSS, Departments and other forums like North Lakhimpur College Cine Club and under the CPE Scheme • The infrastructure of the college is strengthened by extension of the New Girls' Hostel, up gradation of the laboratories of the Dept. of Physics, Chemistry, Zoology, Education and Physical Education, additional laboratory of the Dept. Of Computer Science, construction of class rooms for Zoology Dept., Renovation of the Teachers' Common Room and the Teachers' Common Room of the Dept. Of Chemistry, Computer Laboratory up gradation of the Dept. of Mathematics, addition to the infrastructure for the P.G. courses in Political Science, Chemistry and Mass Communication and Journalism. • Construction of the Synthetic Track is well in progress • Construction of the Digital Class Room is completed • Spur Constructed on Somdiri River Bank

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

1. Book Reading Competition

Objective of the Practice: To culture and strengthen reading habit among students

Need addressed and context: It was seen that most students hardly read any book not mentioned in the syllabus or necessitated by concerns of their programme(s) of study. The Principal, Librarian and members of the Library Committee came up with an idea of encouraging the students to read books at a reasonable pace and form their own ideas after reading.

The Practice: The competition is not compulsory or binding on all students. The students are to pick up any book from the college library. The library authority notes the entry number of the book against the name of the student borrowing the same for reading. A student has to read and submit a review of the book within the notified time to the Librarian. The winners are given prizes which have a dual impact on the reader: enhancement of reading skills and honing of summarizing skills which are very important for a student in today's highly competitive world.

Evidence of success: The participants in the book reading competition has increased.

Resources required: The practice requires no financial aid other than for buying prizes.

2. Girl child adoption

Objective of the Practice: To encourage and ascertain education of girls

Need addressed and context: Efforts like *Beti Bachao, Beti Padhao* have shown that the preferential treatment given to boys ends with deprivation on the part of girls. The college feels that it is high time that we do something within our capacity and resources.

The Practice: The College adopts one girl every year belonging to financially weak families with the intention that the college shall pay for her studies at least up to the undergraduate level. The Principal constitutes a committee to select the deserving candidate for adoption. As of now the college pays an amount of Rs. 12,000.00 per year (additional aid may be provided depending on circumstances) to the adopted girls.

Evidence of success: The parents appear happy at the prospect of their daughters becoming graduates in future and many parents have approached the college authority to allow their daughters get the privilege.

Resources required: The practice requires spending a bearable amount of funds.

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

7.4 Contribution to environmental awareness / protection

- A plantation drive was launched by the students of the college on the occasion of the 'World Environmental Day' on the 6th June.
- Alumni of the 2007 batch undertook a programme of plantation in the college campus on the occasion of a get together function
- The Dept. of physical Education organized a cleanliness drive and Plantation programme
- The NSS wing of the college organized a cleanliness drive in the campus
- The college constructed Spur on Somdiri River Bank

7.5 Whether environmental audit was conducted? Yes No

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

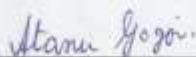
Nil

8. Plans of institution for next year:

1. Preparation for introduction of CBCS
2. Addition and up gradation of infrastructure
3. Putting more effort on quality improvement in teaching and learning

Name : Atanu Gogoi

Name: Dr. Biman Chandra Chetia



COORDINATOR
IQAC
North Lakhimpur College
(Autonomous)



PRINCIPAL,
North Lakhimpur College
(Autonomous)
Lakhimpur, Assam

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

Annexure II (A)

UNDER GRADUATE ACADEMIC CALENDAR, 2015-16

Date	Event
July 16, 2015	1. Commencement of B.A. /B.Sc. 1 st / 3 rd / 5 th 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, 2014 (any one day for each programme)	(1) Interaction of the 1 st Semester Students with the Principal and teachers of the College (2) Orientation of teachers/ students on credit-based system, if necessary. (3) Freshers' Social
July 16-25, 2015	Repeat Examination for unsuccessful candidates of 1 st Semester Examination, 2013
August 16-24, 2015	1st Sessional Examination (particularly for the B.A./ B.Sc 1 st / 3 rd / 5 th Semester classes) to be conducted by the teaching departments
August 25,26,27, 2015	Last date for submission of Filled-in Registration Forms of the B.A/ Bs. 1 st / 3 rd / 5 th Semester Students.
August 25-31, 2015	Students' Counselling & Mid Semester Feedback Assessment for the B.A./ B.Sc. 1 st / 3 rd / 5 th Semester classes (any one day)
September 1-7, 2015	Students' Union Election (any one day)
September 10-15, 2015	(1) Notification of 1 st / 3 rd / 5 th Semester Sessional Examination's marks in the Departmental Notice Board (2) Internal Assessment through Seminar/ Group Discussion etc.
September 20-30, 2015	2nd Sessional Examination (particularly for the B.A./ B.Sc 1 st / 3 rd / 5 th Semester classes) to be conducted by the teaching departments .
September 30, 2015	Last date for submission of Assignments (if any)
*October 10-12, 2015	Form fill-up of the B.A./ B.Sc. End Semester Examinations 1 st / 3 rd / 5 th Semester
October 15-20, 2015	Notification of 2nd Sessional Examination marks in the Departmental Notice Board
October 15-20, 2015	Last date for submission of filled in Examination Forms of

	the B.A./ B.Sc.. End Semester Examinations to the Controller of Examination/ North Lakhimpur College
October 31, 2015	Completion of Odd Semester Classes
Nov 10- 30, 2015	End Semester Examinations 1st/ 3rd/ 5th Semester of the BA/ B.Sc. Programmes
November 10- 12, 2015	Last date for Submission of Internal Assessment records (marks) to the Controller of Examination
Nov 15 –Dec 15, 20145	Evaluation of End Semester Answer Scripts as per direction of the Principal/ Zonal Officer.
December 16, 2015 –January 15, 2016	Semester End Break
December 28, 2015	Last date for Submission of Evaluated Scripts of the End Semester Examinations 1 st / 3 rd / 5 th Semester of the BA/ B.Sc. Programmes with relevant documents to the Controller of Examinations, North Lakhimpur College
January 16, 2016	(1) Commencement of the Even Semester Classes (2 st / 4 rd / 6 th 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 21-- 25, 2016	College Week (For five days)
January 31, 2016	Declaration of the B.A./ B.Sc 1 st / 3 rd / 5 th Semester Examination Results
February 6-15, 2016	1st Sessional Examination (particularly for the B.A./ B.Sc.(2 nd / 4 rd / 6 th Semester classes) to be conducted by the teaching departments
February 15-21, 2016	Students' Counselling & Mid Semester Feedback Assessment for the B.A./ B.Sc. 2 st / 4 rd / 6 th Semester classes (any one day)
March 5-10, 2016	Notification of 1st Sessional Examination's marks in the Departmental Notice Board
March 19-24, 2016	Internal Assessment(for 2nd Semester BA/ B.Sc./ B.Com Programmes) through Seminar/ Group Discussion
April 2-12, 2016	2nd Sessional Examination (particularly for the B.A./ B.Sc./ B.Com. (2 st / 4 rd / 6 th Semester classes) to be conducted by the teaching departments
*April 12, 2016	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 (2 st / 4 rd / 6 th Semester
*April 25, 2016	Last date for submission of filled in Examination Forms of the B.A./ B.Sc. (2 st / 4 rd / 6 th Semester by the colleges to Controller of Examinations, North Lakhimpur College
May 2-5, 2016	Notification of 2nd Sessional Examination Marks of the (2 st / 4 rd / 6 th Semester BA/ B.Sc. Programmes in the Departmental Notice Boards
May 5, 2016	Completion of (2 st / 4 rd / 6 th Semester Classes of the BA/ B.Sc. Programmes
May 14- May 31, 2016	End Semester Examinations of the BA/ B.Sc. 2st/ 4rd/ 6th Semester .
May 14-16, 2016	Last date for Submission of Internal Assessment records (marks) of the B.A./ B.Sc. (2 st / 4 rd / 6 th Semester Examinations by the Colleges to the Controller of Examinations, North Lakhimpur College
May 21- June 10, 2016	Evaluation of Answer Scripts of the B.A./ B.Sc. End Semester Examinations (2 st / 4 rd / 6 th Semester as per direction of the Principal / Zonal Officer.
June 16- July 15, 2016	Semester End Break
June 20, 2016	Last date for Submission of Evaluated Scripts of the End Semester (2 st / 4 rd / 6 th Semester Examinations of the BA/ B.Sc. Programmes to the Controller of Examinations, North Lakhimpur College
*July 20, 2016	Declaration of the 2 st / 4 rd / 6 th Semester Examination Results

- Departments will arrange for Seminar/ Workshop etc. at National/ State level / 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.
- Separate Notification shall be issued to M.A./ M.Sc./ B.P.Ed. students regarding Registration, Form Fill up & Examinations.
- The holidays shall remain the same as given in the Holiday List of Dibrugarh University.

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 II (B)

POST GRADUATE ACADEMIC CALENDAR, 2015-16

Date	Event
August 1, 2015	1. Commencement of P.G 1 st / 3 rd Semester Classes 3. Notification of Class Routine 4. Notification of Course Plan & Departmental Class Routine in the Departmental Notice Boards by the Departments
August 1-14, 2015 (any one day for each programme)	(1) Interaction of the 1 st Semester Students with the Principal and teachers of the College (2) Orientation of teachers/ students on credit-based system, if necessary. (3) Freshers' Social
August 31-Sept. 29, 2015	1st Sessional Examination 1 st / 3 rd Semester classes to be conducted by the teaching departments
September 1-7, 2015	Students' Union Election (any one day)
September 10-30, 2015	Students' Counselling & Mid Semester Feedback Assessment for the 1 st / 3 rd Semester classes (any one day)
September 25-30, 2015	(1) Notification of 1 st / 3 rd Semester Sessional Examination's marks in the Departmental Notice Board (2) Internal Assessment through Seminar/ Group Discussion etc.
October 5-15, 2015	2nd Sessional Examination for the 1 st / 3 rd Semester classes to be conducted by the teaching departments .
October 10, 2015	Last date for submission of Assignments (if any)
*October 10-12, 2015	Last date of submission of filled-up forms of the 1 st / 3 rd Semester students
October 25-27, 2015	Form fill-up of the P.G End Semester Examinations of the 1 st / 3 rd Semester
October 30-31, 2015	Notification of 2nd Sessional Examination marks in the dept. notice board
October 30-November 10, 2015	Last date for submission of filled in Examination Forms of the P.G. End Semester Examinations to the Controller of Examination/ North Lakhimpur College
November 15, 2015	Completion of Odd Semester Classes
November 25- 30, 2015	Last date for Submission of Internal Assessment records (marks) to the Controller of Examination
Nov 25- December 15, 2015	End Semester Examinations of the P.G 1 st / 3 rd semester
December 5-24,2015	Evaluation of End Semester Answer Scripts as per direction of the Principal/ Zonal Officer.
January 1- 31, 2016	Semester End Break

January 3, 2016	Last date for Submission of Evaluated Scripts of the End Semester Examinations 1 st / 3 rd Semester of the P.G. Programmes with relevant documents to the Controller of Examinations, North Lakhimpur College
January 21-- 25, 2016	College Week (For five days)
February 1, 2016	(1) Commencement of the Even Semester Classes (2 st / 4 th Semester) (2) Notification of Class Routine for the Even Semesters (3) Notification of Course Plan of the Even Semesters in the Departmental Notice Board
February 5, 2016	Declaration of the P.G. 1 st / 3 rd Semester Examination Results
March 7-10, 2016	1st Sessional Examination for the 2 nd / 4 th Semester classes to be conducted by the teaching departments
March 11-14, 2016	Students' Counseling & Mid Semester Feedback Assessment for the 2 nd / 4 th Semester classes (any one day)
March 15-20, 2016	Notification of 1st Sessional Examination's marks in the Departmental Notice Board
March 20-24, 2016	Internal Assessment for 2nd Semester P.G Programmes through Seminar/ Group Discussion
April 25-30, 2016	2nd Sessional Examination for the 2 nd / 4 th Semester classes to be conducted by the teaching departments
*May 2, 2016	1. Last date for submission of Assignment (if any) 2. Last date for Form fill-up of the P.G. End Semester Examinations (2 nd / 4 th Semester)
May 7-12, 2016	Notification of 2nd Sessional Examination Marks of the 2 nd / 4 th Semester of P.G. Programmes in the Departmental Notice Boards
* May 12, 2016	Last date for submission of filled in Examination Forms of the P.G. 2 nd / 4 th Semester by the colleges to Controller of Examinations, North Lakhimpur College
May 15, 2016	Completion of 2 nd / 4 th Semester Classes of the P.G.. Programmes
May 14-16, 2016	Last date for Submission of Internal Assessment records (marks) of the P.G. 2 nd / 4 th Semester Examinations by the departments to the Controller of Examinations, North Lakhimpur College
May 25- June 15, 2016	End Semester Examinations of the P.G. 2 nd / 4 th Semester.
June 15- July 5, 2016	Evaluation of Answer Scripts of the 2 nd / 4 th Semester Classes of the P.G.. Programmes as per direction of the Principal / Zonal Officer.

July 1- July 31, 2016	Semester End Break
July 7, 2016	Last date for Submission of <i>Evaluated</i> Scripts of the End Semester Examinations of the 2 nd / 4 th Semester Classes of the P.G.Programmes to the Controller of Examinations, North Lakhimpur College
*August 5, 2016	Declaration of the 2 nd / 4 th Semester Examination Results of P.G. Programmes

- Departments will arrange for Seminar/ Workshop etc. at National/ State level / Regional from time to time as per instruction from UGC.
- The holidays shall remain the same as given in the Holiday List of Dibrugarh University.

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;
	Anti ragging and grievance redressal cell.
	Scope for sports and cultural activities.
	Counseling on Career Planning and Higher Studies.
	Dress code for all students.
Governance and Leadership	Decentralized 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
	Welfare schemes for teachers, staff and students

The two best practices of the year:

1. Book Reading Competition

Objective of the Practice: To culture and strengthen reading habit among students

Need addressed and context: It was seen that most students hardly read any book not mentioned in the syllabus or necessitated by concerns of their programme(s) of study. The Principal,

Librarian and members of the Library Committee came up with an idea of encouraging the students to read books at a reasonable pace and form their own ideas after reading.

The Practice: The competition is not compulsory or binding on all students. The students are to pick up any book from the college library. The library authority notes the entry number of the book against the name of the student borrowing the same for reading. A student has to read and submit a review of the book within the notified time to the Librarian. The winners are given prizes which have a dual impact on the reader: enhancement of reading skills and honing of summarizing skills which are very important for a student in today's highly competitive world.

Evidence of success: The participants in the book reading competition has increased.

Resources required: The practice requires no financial aid other than for buying prizes.

2. Girl child adoption

Objective of the Practice: To encourage and ascertain education of girls

Need addressed and context: Efforts like *Beti Bachao, Beti Padhao* have shown that the preferential treatment given to boys ends with deprivation on the part of girls. The college feels that it is high time that we do something within our capacity and resources.

The Practice: The College adopts one girl every year belonging to financially weak families with the intention that the college shall pay for her studies at least up to the undergraduate level. The Principal constitutes a committee to select the deserving candidate for adoption. As of now the college pays an amount of Rs. 12,000.00 per year (additional aid may be provided depending on circumstances) to the adopted girls.

Evidence of success: The parents appear happy at the prospect of their daughters becoming graduates in future and many parents have approached the college authority to allow their daughters get the privilege.

Resources required: The practice requires spending a bearable amount of funds.