YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	`L.T.K. COLLEGE`
• Name of the Head of the institution	`DR. BUBUL KUMAR SAIKIA`
• Designation	`Principal`
• Does the institution function from its own campus?	`Yes`
• Phone no./Alternate phone no.	`03752230119`
• Mobile No:	`9954189103`
• Registered e-mail	`ltkcollege@yahoo.in`
• Alternate e-mail	`iqacltkcollege1977@rediffmail.com`
• Address	`L.T.K. COLLEGE P.O. AZAD LAKHIMPUR ASSAM PIN-787031`
• City/Town	`NORTH LAKHIMPUR`
• State/UT	`ASSAM`
• Pin Code	`787031`
2.Institutional status	
• Type of Institution	`Co-education`
• Location	`Rural`
• Financial Status	`UGC 2f and 12(B)`

• Name of the Affiliating University	**DIBRUGARH UNIVERSITY**
• Name of the IQAC Coordinator	**BIJU KUMAR SONOWAL**
• Phone No.	**03752230119**
• Alternate phone No.	**7002132754**
• Mobile	**9678600633**
• IQAC e-mail address	**iqacltkcollege1977@rediffmail.com**
• Alternate e-mail address	**ltkcollege@yahoo.in**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://ltkcollege.ac.in/data/page/aqar-list/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://ltkcollege.ac.in/uploads/files/ACADEMIC%20CALENDER-2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C++**	**65.25**	**2004**	**04/11/2004**	**03/11/2009**
Cycle 2	**B+**	**2.52**	**2016**	**05/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**10/01/2005**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	**Admission Fee**	**State Government**	**2020-2021**	**46,49,505.00**
L.T.K. College Eco Club	**Environmental awareness**	**ASTEC (State Government)**	**2020-2021**	**5,000.00**

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

• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	5	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

As a part of the curriculum enrichment drive and for creating better academic flexibility for students, IQAC has initiated the college authority to introduce new Advance Diploma and Certificate Courses in Nursery Management and Yoga.

At the initiative of the IQAC, a proposal for starting a Diploma and a Certificate course in Basic Computer Application and Spoken English for students has been placed to Governing Body through the Principal.

At the initiative of the IQAC 'Online Feedback' mechanism for students has been developed. Besides, feedback from Teachers, Alumni, Employer, and Parents have been collected, analyzed, Actions have been taken as per the suggestion and uploaded on the college Website.

At the initiative of the IQAC 'Online Attendance System' using 'Class O Clock' App. has been introduced.

On 18th July 2019, IQAC in collaboration with the Assam College Teachers Association has organized a one-day seminar on 'New Education Policy'2019'on 22nd August 2019.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards

Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Construction of New Building of Science Stream.	Construction Work of New Building Started under RUSA Grants.
Renovation of Computer Laboratory	Renovation of Computer Laboratory has been successfully completed under RUSA Grants
Increase the Nos. of Book in Library.	500 books have been added to the library.
Conduct of Online Classes if Covid-19 situation leads to closing of Colleges.	Online Classes have been conducted for all the semesters of UG as well as HS levels. The authority has even availed all the necessary equipment for online classes in the college campus.
Renovation of Laboratories	4 Nos of Laboratories (Science Stream) have been renovated under RUSA grant
Renovation of toilets of Girls' Hostel	8 Nos. of toilets of Girls' Hostel have been renovated under RUSA grant
Campus Development	Under RUSA Grants Solar lights in and around the college campus have been installed and pavers block from new gate to the administrative building have been installed.
Procurement of computers	29 nos. of computer have been procured under RUSA grants.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	28/03/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	26/02/2022

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	15

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	1066

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	199

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	226

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**39**

File Description	Documents
Data Template	View File

| 3.2

Number of Sanctioned posts during the year | **39** |

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**32**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**40971898.44**
4.3 Total number of computers on campus for academic purposes	**42**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

At commencement of each academic session, with the initiative of IQAC shortcomings of the previous session is detected and resolved.

1. **Academic activities of our college are planned in advance well before the commencement of the academic session.**
2. **A parallel calendar is prepared in accordance with the affiliating University.**
3. **Teachers prepare respective teaching plans along with course outcomes, programme outcomes, and learning outcomes.**

4. Faculties maintain course files that comprise lesson plans, notes, and related questions along with the performance detail of the students.
5. Course delivery and syllabus completion are monitored through Departmental meeting on Mid-term revision of syllabus also through formal and informal feedback.
6. Teachers to maintain Log Book and Teachers' Diary Book.
7. Continuous Assessment is conducted through periodical internal classroom tests and teachers hold an individual discussion of evaluated answer scripts with students.
8. Remedial classes are conducted for weaker students.
9. To develop the personality and communicative skills of the students, various lectures, seminars, workshops, popular talks, etc. are conducted.
10. The outcome-based approach is being adopted for the effective delivery of the curriculum.
11. But this year owing to the Covid-19 pandemic situation offline classes were cancelled and teachers opted for online classes. Study materials were made available through various online modes.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://ltkcollege.ac.in/uploads/files/ACADEMIC%20CALENDER-2020-21.pdf

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

1. Two sessional examinations which are conducted by the Examination Committee as per the routine prepared by the Vice-Principal and College Academic Calendar.
2. There is a provision for students who fail to appearthe exam owing to some valid reason.
3. Marks of the Sessional Examinations are displayed on the Departmental Notice board.
4. There is a provision for studentsto verify their answer sheets and their quarries are clarified by the evaluators.
5. Teachers conduct class tests on a weekly/monthly basis.
6. Group discussions, seminar presentations and field studies are mandatory for students.
7. Reforms initiated by IQAC:
   ○ Departments are advised to conduct special group

discussion classes after completing each unit.
- Teachers are asked to provide the summary of each unit that he or they has completed to the students. Then students should be asked to prepare questions from the given summary which the teacher should discuss in the special group discussion classes.
- Teachers have to assign home assignments and to check and return the assignment in stipulated time.
- Due to lockdown, online unit tests were taken and students were assigned with Home Assignments that they have to submit online. After the reopening of the college sessional examinations were conducted accordingly.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://ltkcollege.ac.in/uploads/files/1_1_2-compressed_compressed%20(1).pdf

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

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

1.2 - Academic Flexibility

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

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

15

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

2

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

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

34

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

34

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

1.3 - Curriculum Enrichment

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

Our college is permanently affiliated to Dibrugarh University. So, as an affiliating college, we adhere to the curriculum provided by the university. In the prescribed syllabus of the university, most of the crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment, and Sustainability are integrated into the Curriculum as a separate course/paper.

Regarding these cross-cutting issues under the initiative of the IQAC and the college authority several programmes, talks, awareness programmes are organized in the neighoubouring localities allowing students to actively participate in such programmes so that students can have a better understanding of those issues.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	[View File](#)

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

18

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

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

0

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://ltkcollege.ac.in/uploads/files/ACTION%20TAKEN%20REPORT%20ON%20FEEDBACKS.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

495

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

510

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

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At the initial level students are identified based on the marks they
scored in their HS Examination. Then on basis of the marks they
scored in the Sessional Examination and Semester End Examination.

Strategies for Slow Learners:

  1. Extra classes on the specific topic or unit are conducted for
     them.
  2. Tutorial/Remedial Classes are conducted after the stipulated
     classroom hours.
  3. Related learning materials are availed through various modes.
  4. Teachers always remains accessible through personal
     interaction to motivate them.
  5. Motivational speech, meditation hours are conducted at a
     regular interval for them.
  6. Teachers always try to create a healthy and conducive
     environment for them.
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7. By using Compensatory Teaching methods wherein, a teacher transmits the contents of the syllabus to alternate modalities.

Strategies for Advanced Learners:

1. Advanced learners are motivated to aspire for higher goals.
2. They are provided with additional inputs.
3. Make them participates in Group Discussion, Seminar Presentation, workshops, Quizzes, Popular Talks.
4. To recognize the achievements of the advanced learners, the college offers various awards and prizes.
5. Departments conduct Popular talks, face-to-face discussion to improve their skills and knowledge.
6. They are also deployed to assist the slow learners.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
1066	39

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Experiential learning: Experiential learning is that process of learning wherein students are engaged in a learning process wherein students "learn by doing" and by reflecting on the experience. All the Departments of science stream have practical papers which are taught in the laboratories through direct experimental method.

Project/Field Study methods: Departments of science stream along with Geography and Home Science conduct field study under the supervision of faculty members and as per the requirement of

syllabi. Students of Education Departments carries out Practice Teaching classes in selected schools as a part of their syllabus.

Participative learning:

1. Departmental Seminar: Departments make it mandatory for all students to prepare and present seminar papers for awarding 5 marks.
2. Group Discussion: Group Discussion (GD) are conducted in lieu of seminars. At the end of the discussion each group must submit a brief report of the discussion.

Group Learning Method: All the Departments have created WhatsApp Groups, Messenger Group, Facebook Page, Separate Classrooms for each class in Google Classroom etc. of the Department to share the learning experiences and study materials to fellow students.

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

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

This year the faculty members of L.T.K. College switch to online education resources, social networking sites, combined learning platforms in addition to the traditional mode of teaching. So that the teaching-learning process turn to be effective, and goal oriented which will enhance learning experience of the students. Besides, these platforms are used to provide study materials, syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information.

1. Out of 39 teachers, 35 teachers of the College use ICT tools and resources available in college.

2. At present the college has 3 (three) ICT enabled classrooms with LCD projectors

3. 1 (one) conference hall which is well equipped with ICT facilities.

4. Use of ICT has been made mandatory by the IQAC.

5. Several online lectures, popular talk, webinars etc. have been organised on various topics prescribe in the syllabi to enrich the knowledge of the students by inviting guest lecturers and resource persons.

6. Movies and documentaries based on prescribed syllabi are also screened.

7. The central library of the college also provides access to computers so that students can have access to online journals freely available in public domain and to journals subscribed

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

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

2.3.3.1 - Number of mentors

39

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

39

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

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

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

9

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

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

2.4.3.1 - Total experience of full-time teachers

39

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

2.5 - Evaluation Process and Reforms

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

Transparency of Internal Assessment at College Level: -

1. The 2 (two) sessional examinations are conducted as per the pattern of university semester end examinations.
2. Marks are displayed in the departmental notice board.
3. Students' grievances related to internal assessment are redressed in a timely manner with transparency.
4. The students are allowed enough time and opportunities to interact with the teacher to resolve their grievances.
5. If any student remains absent, then the student is allowed another chance to appear the examination.
6. Question papers setting pattern is kept similar to the university semester end examinations question papers.
7. The performance levels of the slow and advanced learners are particularly evaluated to know the effect of special assistance provided to them.

Robust of Internal Examination in terms of frequency and mode: -

1. Two sessional examination and seminars or group discussions is conducted.
2. Individually each student must prepare and present seminar paper or to attend group discussion.
3. Apart from that all the departments conduct classroom discussions, model and important questions and topics are discussed.
4. Home assignments are provided to the students.

All such activities help students to prepare better for their semester end examination.

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

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

Guidelines: -

1. Fresh students are informed about the various components of Internal Mark.
2. The Examination Committee headed by the Vice-Principal conducts all the examinations.
3. Time schedule of the internal assessments, seminars or group discussion is notified on the Examination Notice Board and on

the Departmental Notice Board.

4. Both the sessional examinations are conducted officially.

5. Answer-scripts are evaluated under the supervision of the HoD and distributed to students for verification.

6. Students unable to attend the sessional examinations are allowed to appear at a later time.

7. Attendance is taken using 'Class O Clock' Apps wherein students can verify their daily attendance.

Redressal of grievances:

Departmental Level: The faculty members redress the grievances of the students; in case of severe grievance, it is reported to the HoD.

College Level: The Examination Committee deals with the grievances, any unsolved grievances at the departmental level are forwarded to the examination committee for an appropriate solution.

Redressal of grievances at University level: Grievance related to results, corrections in mark sheets, certificates issued by university, change of subjects etc. are handled by the examination section of the affiliating university at the recommendation of the college authority.

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

2.6 - Student Performance and Learning Outcomes

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

The college clearly cites the learning outcomes of the Programs and Courses to teachers as well as students well in advance. Teachers are communicated about the Programme and course outcomes of the Programmes offered by the college in the academic meeting held at the beginning of each session. Students are also made aware of the Programme and course outcomes of the Programmes offered by the college in the induction programme organised by the college authority at the commencement of the session. Then respective HoDs and faculty members of each Department state about the same in the classroom through lectures.

For the following mechanisms are followed by the college to communicate the learning outcomes to the teachers and students.

· Hard Copy of syllabi and Learning Outcomes are made available in the departments for ready reference to the teachers and students.

· The importance of the learning outcomes has been communicated to the teachers in every College Academic Committee meeting by the Coordinator, IQAC and the Principal.

· The students are also made aware of the same through personal meetings.

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

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

The College has its own mechanism for measuring the levels of attainment of Programme outcomes and course outcomes.

Attainment of the Course Outcomes

The course outcomes are measured through distribution of syllabus, mid-term revision of syllabus, completion of syllabus, continuous internal evaluation, setting up of question paper and result.

At the Departmental level the HoD evaluates the progress of the syllabus completion in stipulated time. Uncompleted or uncovered syllabus has to completed by taking extra classes which will be monitored by the concerned HoD.

1. Faculty members maintain Teacher's Diary and Log Book to record their daily classes which are checked and verified by HoDs on daily basis and then by the authority on weekly basis.

Attainment of the Programme Specific Outcomes

The programme specific outcomes are generally measured by: -

a. taking the aggregate result of an individual student in all the courses.

b. Secondly, by measuring the average performance of all the students in a given programme.

Attainment of the Programme Outcomes

1. is measured through students' progression to higher studies.

2. is measured by tracking the students' placement in various sectors.

3. is also measured by analysing the Feedbacks received from different stakeholders

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://ltkcollege.ac.in/uploads/files/Programme%20Outcome%202020-21.pdf

2.6.3 - Pass percentage of Students during the year

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

226

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://dibru.ac.in/2021/09/30/results-of-6th-semester-b-a-b-sc-b-com-examinationsnon-cbcs-2021-2/

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may

design its own questionnaire) (results and details need to be provided as a weblink)

https://ltkcollege.ac.in/uploads/files/students%20satisfaction%20cover%20page-merged-compressed.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

the year

5

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

3.2 - Research Publications and Awards

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

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

7

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

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

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

0

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

3.3 - Extension Activities

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

This year the NCC and the NSS units of the college have organised the following programmes: -

1. On 11th of October' 2020, 72 Coy Girls' NCC Unit, L.T.K. College has observed the "International Girl Child Day"
2. On 29th of November' 2020, 72 Coy Girls' NCC Unit, L.T.K. College has Celebrated the "72nd NCC Rising Day"
3. On 21st January' 2021 the NSS unit of L.T.K. College has organised "A cleanliness programme" at Athakatia Shreemanta Sankardeve L.P. School.
4. On 5th March' 2021 a "Free Health Check-Up Camp" at Majulial Gaon Rangamanch was organised by the Health Cell & NSS Unit of L.T.K. College.
5. 9th April' 2021 a "Free Eye Check-Up Camp" at Kalita Gaon Rangamanch, Kalita Gaon, Azad was organised by the Dept. of Economics & Home Science in Collaboration Somarpeeth Hospital.
6. On 22/04/2021 the Eco Club of the college Celebrated "International Earth Day" by Sapling plantation.
7. On 28th April' 2021 a "Covid-19 Vaccination Publicity Programme" was organised by the NSS unit of L.T.K. College.
8. On 5th June' 2021 the ECO Club of L.T.K. College Organised the "World Environment Day".

File Description	Documents
Paste link for additional information	https://ltkcollege.ac.in/uploads/files/3_3_1 (1).pdf
Upload any additional information	View File

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

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

0

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

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

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

11

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

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

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

554

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

3.4 - Collaboration

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

2

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

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college ensures availability of adequate infrastructure and physical facilities and its optimal utilization.

The Academic committee plans ahead and places all the requirements regarding classrooms, laboratories, furniture and other equipment in the meeting for sanction.

1. **L.T.K. College has 16.9 acres with a build-up area of 53515.32 sq.ft.**
2. **The college has 15 separate Departments,**
3. **5 (five) aboratories, one computer laboratory,**
4. **Guest House with Hostel Superintendent and Hostel Care Take's**

```
         Residents
  5.  32 (thiry two) Classrooms,
  6.  Three ICT Enabled classrooms
  7.  Separate Examination Committee Room
  8.  Central Library cum Museum
  9.  Institutional DBT HUB
 10.  One Conference Hall
 11.  Centres for Distance Education under Dibrugarh University and
      KKHSOU
 12.  Departmental Libraries
 13.  Book Bank.
```

```
L.T.K. College has sufficient number of classrooms to accommodate
the teaching learning process effectively. The college has installed
Wi-fi within the college campus. The Central Library of the college
has wide range of collection of knowledge resources and information
services. The library of the is fully automated using SOUL 3.0
Software and it has digital library facility with the
(http://www.ltkcollegedigitallibrary.com/readbook/)
```

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

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

```
The college provides various need-based sports facilities and other
facilities to the students within the campus. L.T.K. College has a
multipurpose Gymnasium facility which includes one auditorium, one
gymnasium, two classrooms, one laboratory for community college, one
office room for Sports Instructor, One Office room for NCC, two open
rooms with sitting arrangements with four rooms for lodging wherein
the caretaker and hostel boarders live.

  1.  The College also has multipurpose outdoor sports ground for
      cricket, football, volleyball and athletic competitions.
  2.  The college also has an indoor sports facility with one
      badminton court and Table Tennis board.
  3.  The college authority has provided separate sports facility
      and materials both to Girls and Boys hostel respectively.
  4.  The Dramatic Society of the College has staged various plays
      covering various socio-cultural issues.
```

1. "Sakunir Pratisood" jointly acted by students and teachers of the college.
2. "Karengar Ligiri" jointly acted by students and teachers of the college.
3. "King Lear" translated by Baharul Islam, HoD, Dept. of English, L.T.K. College in collaboration with Natya Sainik, a renowned Dramatic Group of Lakhimpur.
4. Four one act plays were staged under the able directorships of students and performed by students of the college.

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

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

29+4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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

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

4027659

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

4.2 - Library as a Learning Resource

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

The L.T.K. College Library System is partially automated using Integrated Library Management System (ILMS). It is automated using Soul 3.0 LMS and the library has OPAC along with hyperlinks to various resources. The college has a Digital Library with the link http://www.ltkcollegedigitallibrary.com/readbook/.

To meet the growing needs for electronic resources and for maintaining highest academic integrity in the college, the Library Advisory Committee undertakes various steps during the past few years.

1. This includes integration of various print and electronic resources

2. Creation of institutional repository

3. Digitization of rare books/documents

4. Subscription to some of the best e-resources

5. In recent time the college has digitalized some of the important text books, reference books.

6. The college has also digitized all the University End Question Papers of all the previous examinations.

7. This year the college has also digitized all the papers of the sessional examinations

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**C. Any 2 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

47300

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

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

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

16560

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

- **Currently we are using BSNL Broadband and JIO Wi-fi Modem line of 100 MBPS form we have provided Wi-Fi facility to student at both hostel as well as in the college campus.**
- **Campus is having …. MBPS of high-speed internet facility.**
- **The college has a 24×7 Wi-Fi facility in the college campus for the student and faculty members to avail internet connection at any place in the college campus & hostel.**
- **The Wi-Fi connectivity is open access to all students and the staff members of the college. All teaching staff member use the ICT in the classrooms and laboratories, whenever needed.**
- **The different educational sites are shown to the students in the digital classrooms. Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities.**
- **The college has three digital classroom and one ICT enabled Conference Hall.**

Continuous up-gradation of IT facilities and the infrastructure is one of the quality strategies of the college. Following are some basic facilities for updating:

- **All the computers of the college are checked annually and on need basis by New Zen Technology**
- **All the Internet Connectivity is checked partly by BSNL, JIO and Airtel**

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

4.3.2 - Number of Computers

42

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

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

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

4027659

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

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

The college has different procedures and policies for maintaining and utilizing of physical, academic and support facilities.

Physical Facilities: - The college infrastructure committee looks after the maintenance and utilization of physical facilities.

Academic and Support Facilities: - Facilities like academic and

support are maintained by the respective departments under the supervision of the college authority. Stock registers are maintained both at the authority and Departmental level which are verified annually and need based addition are carried out accordingly.

Maintenance and Utilization of Library: - Library Advisory Committee monitors the developments and looks after the need of the library and library equipment. The Committee meets annually or half-yearly to discuss about new purchases and other related needs.

Sports complex and Sports: - Sports complex and Sports goods are maintained by the respective Prof-in-Charge of the Section of Students' Union and the appointed skilled person along with the respective Secretary.

Maintenance and Utilization of Computers: - The faculty of Computer Department looks after and maintains the computers along with the agency with which the college has signed MoU regularly checks and updates the computers.

Besides, Grade- IV staffs are deployed to look after its external and internal facilities.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

32

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

903

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

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

File Description	Documents
Link to institutional website	https://ltkcollege.ac.in/uploads/files/Activities%20of%20the%20college%202020-21.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

39

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

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

5.2.2.1 - Number of outgoing student progression to higher education

10

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

The college has a Student Council named LTK College students' Union. The office bearers of the union body are elected through the general election as per the guidelines laid down in the constitution of Lyngdoh Commission.

Composition of the Body:

1. **The principal, the vice principal and appointed teachers as Prof-in-charges.**
2. **One President elected or selected.**
3. **One Vice president elected or selected.**
4. **Secretaries for various Sections.**

The Students' Union carries out all the activities of the students throughout and also provides guidance to the new comers.

Participations of Students in Various Committees:

- **Festival Committee**
  - **Teachers in charge**
  - **Student member (3 nos.)**
- **Literary magazine-editorial board**
  - **Editor, College magazine (Student)**
  - **Student members (2 nos.)**
- **Anti- ragging committee**
  - **Principal, Vice-Principal, Hostel Superintendent**
  - **General Secretary**
  - **Assistant General Secretary**

- **Hostel committee**
    - **Principal (chairperson)**
    - **Hostel superintendent (convenor)**
    - **Teacher member (3 nos.)**
    - **Student member (3 nos.)**
- **Educational tour committee**
    - **Principal (chairperson)**
    - **Vice-Principal**
    - **All members of students Union**
- **Departmental committees**
    - **All faculty members**
    - **Class representatives (Students)**
- **Grievance Redressal Cell**
    - **Principal, Vice-Principal, five Senior Teachers**
    - **Three student representatives of which at least two are women students.**

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

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

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

0

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

5.4 - Alumni Engagement

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

The Alumni Association of the college generally contribution through various means: -

1. Book Donation: Contribution by donating Books.
2. Alumni Interaction: Alumni working in various govt. and non-govt. sectors provide inputs to aspiring graduates of the college. They are invited as resource persons at various events, popular talks and panel discussions of the college.
3. Placement & Career Guidance Assistance: Alumni keep the faculties and the coordinator of the Career Guidance and Placement Cell abreast about the available job opportunities. They act as resource persons and assist and guide the students to crack the interviews, competitive exams, qualifying exams etc.
4. Alumni Meet: The Alumni Association annual organises Alumni Meet through which the alumni get chance to reconnect with the Alma mater and old friends. Wherein they discuss about the past, present and future status of the college and analysis the areas where the college need to improve and accordingly prepares and submits a proposal to the authority. These inputs form the association helps the administrator to mould the aspiring students.
5. Institute Social Responsibility: Alumni Association in collaboration with different committees of the college organizes several social welfare activities which help our students to understand their social responsibility.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

In recent time the college emerged as one of the favoured destinations of higher education in the district especially for the students seeking under graduate degree in science stream. L.T.K College has recognized, strong and committed institutional leadership with an established system of governance. Consequently, the college is transformed itself into a college of repute in the district with a few new programmes: Diploma and B.Voc. Degree in Food Processing, Advance Diploma in Acting, Advance Diploma in Nursery Management, Post Graduate Diploma in Yoga etc. The college also offers UG and PG courses under Distance Mode of Dibrugarh University and KKHSOU. The leadership of the College through its new flagship programmes is able to attract fresh learners from the main stream as well as from the rural vicinity.

The mission statement of the college defines the distinctive characteristics of the college. It provides higher education to the socially, economically, and academically backward communities since 1977. The policies and strategies of the college suitably embody the mission statement. Moreover, they are in keeping with the socio-economic characteristics of the region. The mission statement reflects the democratic values of coexistence and tolerance and promotes the sense of national integration, unity and collectivity.

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

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

The leadership of the College has adopted a decentralized and participative mechanism for management and functioning of the college under which day to day governance of the college is administered through decisions provided by various committees of the college.

1. The Governing Body consists of two teachers, one non-teaching staff, two guardian and two representatives from University as VC nominee.

2. The college has Committees, Clubs and Cells, all the convenors are entrusted with responsibilities to work, monitor the activities of the college to bring improvement in the governance of the College activities and brought substantial developments. Annually, the convenors have to submit recommendations and report to the IQAC and the Principal.

3. The annual recommendations and reports submitted by these committees, clubs, cells etc. are subsequently considered and monitored by the College Authority in the meetings of Governing Body and IQAC etc. for successful implementation.

4. Admission Committee conducts Admission process both through online and offline mode.

5. All the Examinations of the College are conducted by the Examination Committee under the supervision of the Vice-Principal.

Extension Activity Committee, NSS and NCC units of college conduct all the Extension activities of the college.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The salient features of the institutional Strategic/ Perspective plans are:

1. Publication of research papers and articles in reputed journals.
2. Introduction of Add-on, Diploma and Certificate Courses.
3. Providing financial assistance to faculty members and students to participate in state/national/international level events.
4. Encourage faculty members to undertake research projects and to participate in workshops, seminars and conferences.
5. Encourage all the Departments to organize Workshops/Hand-on Training Programme/Conferences/Seminars etc.
6. Sign MoU with industries, other colleges, institutions for collaborations, training, interaction, faculty exchange programmes.

7. Purchasing of Lab Equipment, Lab Accessories/Tools/Software as per the prescribed syllabus.
8. Conduction of Need based Training of Non-teaching staff.
9. Apply for various projects from government and non-governmental organizations.

The Implementation of these plans have yielded:

1. Number of papers published in reputed Journals have increased in this year.
2. Proposals for introducing Add-on Courses have been submitted by all the Departments to the affiliating University.
3. Webinars, popular talks on important topics have been organised by Departments.
4. Teachers participated in FDPs, Webinars, Workshops etc.
5. Hand Sanitizers during post-pandemic period of COVID-19 were developed in the College.

1. Faculty members and students' involvement in all the activities has improved.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The principal is the head of the college who carries out the academic administration and management through well-established Committees and Bodies.

Governing Body: The Governing body is apex body that is accountable for the operation of all aspects of the college.

Academic Committee: The Academic Committee maintains the standards of education, teaching-learning process, training programme of teachers, inter-departmental coordination, and student support facilities, framing the content of various programmes / courses, reviewing and updating the content, introducing Add-on, Certificate, Diploma courses etc.

Examination Committee: The examination committee is accountable for all the examinations and its related activities of the college and conducts all the examinations.

Research Committee: Research committee monitors and addresses the matters related to promotion of research activity and research training.

Internal Quality Assurance Cell (IQAC): IQAC monitors the all-round quality parameters and the coordinator develops appropriate systems for quality enhancement and consistent improvement in overall performance of the college.

Appointment Procedure: Appointment of new faculty members is done as per the guideline provided by the UGC and the Director of Higher Education, Assam.

Promotion Procedure: Promotion of faculty members is conducted by the Departmental Promotion Committee (DPC) as per the recommendation of the Coordinator, IQAC.

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

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

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

6.3 - Faculty Empowerment Strategies

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

```
Financial Support:

  1. Staffs can avail financial assistance from the authority to
     attend workshops, seminars and conferences.
  2. Allocation of Rs 5000/- to carry out mini-research at the
     college level.
  3. In case of emergency staffs can apply for advance payment.
  4. Members of the Thrift Society named Sikshak Karmachari Sanchoi
     Nidhi can avail loans with a minimum interest of 1%.
  5. The college provides a cash incentive of Rs 2500/- for
     publishing Research Papers/ Research articles in UGC Care
     Listed Journals or SCOPUS.

Infrastructure/Material Benefits:

  1. Staff can avail all the infrastructural and material
     facilities.
  2. Accommodation facilities to Hostel Superintendent, Hostel
     Caretake and Night Cowkider.
  3. Necessary equipment is supplied to the domestic staffs.
  4. Staffs can avail free Wi-Fi facility in the campus.

Cater to Emotional and Physical Needs:

  1. Two members from teaching and one from non-teaching staff are
     appointed to the Governing Body.
  2. Motivational programmes to set teachers free from stresses.
  3. Indoor games facility, gymnasium and others for all.

Avenues for Career Development and Progression:

  1. Annual orientation, workshops, popular and motivational talks
     are organised.
  2. Training programmes for the newly recruited staff.
  3. Various training programmes for staffs are conducted annually.
```

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

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

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

0

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

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

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

2

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

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

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

52	

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

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

Appointment of teachers and other academic staff is strictly conducted as per the UGC Regulations on Minimum Qualifications and DHE guidelines.

Teaching Staff: -

1. **The performance of each faculty member is assessed according to the prescribed Annual Self-Assessment for the PBAS.**
2. **Promotions are granted on the basis of the PBAS proforma for UGC Career Advancement Scheme (CAS), based on the API score.**
3. **Each faculty member is assigned with additional duties and responsibilities excluding the academics activities and on the basis of his/her performance, the college authority awards weightage for his/her contributions in their overall assessment.**
4. **The PBAS proforma filled by the Faculty Member is checked and verified by the HoDs followed by the Coordinator of IQAC and by the principal. Then the proposals is placed in the Departmental Promotion Committee (DPC).**
5. **From the session 2020-2021 the principal started providing Feedback on the employees.**

Non-Teaching Staff: -

1. **The non-teaching staffs of the college are also assessed through annual confidential reports and annual performance appraisal.**
2. **The non-teaching staffs are assessed under different**

categories and various parameters.

3. Names of the eligible staffs are placed in the Governing Body for promotion to next stage.

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

6.4 - Financial Management and Resource Mobilization

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

The college conducts three types of audits

1. Internal Audit
2. External Audit
   1. Government Audit
   2. Audit by appointed Chartered Accountants (C.A)
3. Special Audit to prepare audited utilization certificate in respect of utilization of various funds sanctioned by UGC, DST, Government of Assam etc.

- Internal audit is conducted annually by the internal auditors especially appointed by the Governing Body for a particular session and the compliance report of internal audit is submitted to the Governing Body.
- External audit is conducted once in every year by external agencies such appointed Chartered Accountants (C.A) and after every four or five years appointed Govt. Auditors conduct Government audit.

The mechanisms used to monitor effective and efficient use of financial resources are as below:

1. The principal submits a proposal to the Governing Body on the budget allocation of the college at the beginning of a year as per the recommendations of HoDs.
2. Budget of the college includes recurring expenses and non – recurring expenses.
3. The expenses will be monitored by the accountant and the Head Assistant as per the budget allocated by the Governing Body.
4. The depreciation costs of purchased things in the preceding

years are also worked out.

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

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

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

0

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

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

Sources of funds: -

1. **Admission Fees: the college receives the admission fees from the Govt. of Assam.**
2. **Salary Grant: The employees of the college receive salary grant from the State Government and the UGC.**
3. **UGC Grants: The college receives various grants from the UGC for the development, maintenance of Infrastructure, upgradation of the Learning Resources, Research Activities etc.**
4. **The college also receives fund from Stakeholders, non-government bodies, individuals, alumni and Philanthropists.**

Institutional strategies for mobilisation of funds and the optimal utilization of resources: -

1. **For mobilisation of funds and the optimal utilization of resources the college has**

1. College Construction Committee
2. College Purchasing Committee
3. College Infrastructure Development Committee
4. RUSA Construction Committee and
5. RUSA Monitoring Committee.

2. The College conducts regular internal and external audits.
3. The Vice-Principal allocates classrooms as per the class routine.
4. The Library Advisory Committee monitors the optimal utilization of the library.
5. Two Orchidarium are maintained by department of Botany.
6. Cleanness of the campus and its utilization is monitored by the Green and Clean Campus Committee.
7. Optimum utilization of all the resources of the college is directly under guidance of the principal.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC undertakes quality related activities, consultancy, training programmes, workshops, seminars etc. It tries to collaborate with other stakeholders of higher education for quality evaluation. In recent times it successfully conducted Academic Audit and Green Audit of the college for better SWOC analysis. The IQAC also undertakes activities that encompass all aspects of the Institute's functioning. This year the below mentioned initiatives has been undertaken by the IQAC to contribute significantly for institutionalizing the quality assurance strategies and processes.

1. As a part of the curriculum enrichment drive and for creating better academic flexibility for students, IQAC has initiated the college authority to introduce new Advance Diploma and Certificate Courses in Nursery Management and Yoga.
2. At the initiative of the IQAC, a proposal for starting a Diploma and a Certificate course in Basic Computer Application and Spoken English for students has been placed to Governing Body through the Principal.
3. At the initiative of the IQAC 'Online Attendance System' using

'Class O Clock' App. has been introduced.

4. On 18th July 2019, IQAC in collaboration with the Assam College Teachers Association has organized a one-day seminar on 'New Education Policy'2019'on 22nd August 2019.

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

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

The teaching-learning processes and all other activities of the college are reviewed annually and necessary initiatives for improvements are implemented, based on the IQAC recommendations. The major initiatives taken over the last few years include the following:

1. Automation of Admission Processes - Provision for online admission and online fee payment facilities are made available.
2. Introduction of Post Graduate Diploma in Yoga and Nursery Management
3. Green initiatives in Campus – tree plantation, Orchidium, Biogas plant, solar lights etc.
4. Under the initiatives of the IQAC Online feedback for students and offline feedback for parents, alumni, employer and teachers has been implemented.
5. Under the initiatives of the IQAC Online Students' attendance System has been introduced for transparency.
6. MoUs with prestigious Institutes, Colleges, Agencies, Organizations etc.
7. Enhancement of ICT enabled classrooms.
8. Submission of proposal for Introduction of Add-On Courses.
9. Regular verification of Teachers' Diary and Log Book.
10. Procurement of syllabus distribution reports from the HoDs.
11. Procurement of syllabus completion reports from the HoDs.
12. Procurement of reports of activities organised by various Committees.
13. Procurement of reports from the HoDs on Tutorial/Remedial/Extra/Practical Classes.

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

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

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

As initiatives for the promotion of gender equity, the college undertakes several steps from time to time.

1. **The college ensures a well-protected vigilant system by installing C. C. Cameras at key places in and around the campus including some of the class rooms.**
2. **The authority has constituted different committees to ensure safety and security such as Anti – Ragging, Students Grievance and Discipline Committees.**
3. **The Gender Equity Cell of the college, organises several talks, programmes etc. at regular intervals.**

4. The college also create conducive environment to provide emotional security along with physical security.
5. The college adopted 'Mentor – Mentee' system to cater psychological, financial, academic and emotional of students which is carried out at Departmental level.
6. The Career Guidance and Counselling Cell provides an opportunity to the teachers to measure student's attitudes, weakness and challenges.

Personality Development classes, workshops, popular talks etc. are organises from time to time for all the students in general.

Parent/Guardian Meet at Departmental level to provide and acquire feedback from the parents/guardian about the progress of their ward.

A separate common room with an attached wash room, adequate seating facility and other basic facilities is ensured for the girl students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://ltkcollege.ac.in/uploads/files/7_1_1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

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

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

1. Rain water harvesting:

Rain water harvesting plant has been installed in front of the Multi-Purpose Gymnasium. The plant has been connected from roof to tank for collecting rain water into 1000-liter capacity tank in the ground which is further used to watering the nearby garden and others uses.

2. Solid waste management:

- Solid waste is dumped in low-lying areas.
- Intensive programmes of tree plantation on the site are undertaken.
- The pattern of filling the disposal site is well planned to create better landscape.

- The site is situated at least 0.5 km away from the main college.
- Storage facilities are done either in 'bins' or on 'ground'.
- 90 % percentages of wastes are burnt to ashes and the rest 10% is picked up by rag pickers on payment.

3. Vermicompost culture:

The institute has started vermin culture composing culture in house during 2013 to reduce disposable waste in the college campus and after complete process of vermin composing it is used as manure. The main benefits of the process are to reduce the waste in the environment and also it is cost saving process. The cooking wastage from the canteen, garbage from both the hostels is used for Vermin-composed preparation.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://ltkcollege.ac.in/uploads/files/ilovepdf_merged%20(1)(1).pdf
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore	D. Any 1 of the above

well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

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

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	D. Any 1 of the above

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

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

1. On 10 & 11/8/ 2020, the 72 Coy Girls' NCC Unit has organised a Statue Cleaning Programme at North Lakhimpur Tyag Khetra.

2. On 14/8/2020, the Music & Cultural Section of L.T.K. College Students' Union Body organised an 'Online District Level Patriotic

Song Competition'.

3. On 12/11/2020 the 72 Coy Girls' NCC Unit organised 'Swachhta Awareness Programme'.

4. On 21/1/2021 the NSS Unit organised 'A cleanliness programme' at Athakatia Shreemanta Sankardeve L.P. School.

5. On 28/4/2021 the NSS Unit organised 'Covid-19 Vaccination Publicity Programme'.

6. On 25/6/2021 the Dept. of Assamese in collaboration with IQAC organised Online Talk on "Practice of Empathy in Covid Crisis".

7. On 30/6/2021 the Dept. of Assamese in collaboration with IQAC organised Online Talk on "Struggle in Pious Land: Conflict of Israel and Palestine from Historical and Geo-political Perspectives".

8. The Students' Union Body organized cultural events and competitions on Annual College Week and College Freshmen Social.

9. The Department of Assamese annually celebrates 21st February as the International Mother Language Day by organizing talks and seminars.

Flex board on environmental awareness, social harmony, unity and values are displayed in the college campus.

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

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

1. The College celebrates Independence Day on the 15thof August every year in the college campus.
2. Every year the college celebrates the 26thJanuary to mark the Republic Day of India.
3. The Department of Political Science celebrates the Constitutional Day and the Voters Day every year.
4. The College also celebrates International Women Day.

5. The NSS Unit jointly with Eco Club celebrates the World Environment Day every year.
6. The NCC Unit, NSS Unit and various committees organizes aSwachch Bharat (Cleanliness Drive) at a regular interval.
7. Annually the election of the Student Union's Election is conducted in a democratic way.
8. On 11/10/2020 the 72 Coy Girls' NCC Unit organised International Girl Child Day'
9. On 22/11/2020 the 72 Coy Girls' NCC Unit celebrated the 72nd NCC Rising Day.
10. On 16/12/2020 the 72 Coy Girls' NCC Unit celebrated the Vijay Divas.
11. On 21/01/2021 the NSS Unit organised 'A cleanliness programme' at Athakatia Shreemanta Sankardeve L.P. School.
12. On 4/3/2021 the Health Cell & the NSS Unit organised 'A Free Health Check-Up Camp'.
13. On 9/4/2021the Dept. of Economics & Home Science in Collaboration Somarpeeth Hospital organised 'A Free Eye Check-Up Camp'.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	No File Uploaded

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

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

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

1. **Every year the College celebrates National Commemorative Days i.e., Independence Day on 15thAugust and Republic Day on 26thJanuary. The Department of Assamese celebrates the 21st February to mark the International Mother Language Day by organising popular talks on the Assamese Language.**
2. **The Women Cell and the Students' Union of the college annually celebrates the International Women's Day by organising painting competition, popular talk, felicitating renowned women of the district etc.**
3. **22nd April is celebrated as the Earth Day by planting saplings in and around the campus.**
4. **The Eco Club of the college annually celebrates the World Environment Day.**
5. **The Students' Union of the College annually celebrates the Teachers' Day in the earnest memory of Dr. S. Radha Krishnan, former President of India.**
6. **Annually 2nd October is celebrated as Gandhi Jayanti.**
7. **The NCC Rising Day is celebrated by the NCC unit of the college.**
8. **The NCC Unit also celebrates the Vijay Diwas.**

Apart from these days several festivals are organised in the college from time to time especially Bihu the festival of Assam, Saraswati Puja, Shree Shree Sankardeva Tithi etc.

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

7.2 - Best Practices

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

```
(A) Best practices-1

  1.  Title of the Practice: MENTORING
  2.  Objectives:

  •  To achieve the vision of the college viz., holistic
     development of the students on progressive lines.
  •  To make the teaching-learning a continuous process for both
     the mentor and the mentee.
  •  To establish the mentor as a role model and a facilitator for
     the mentee.
  •  To support the mentee to overcome his/her problems so that
     he/she can move ahead with courage in his/her personal and
     academic life.
  •  To create a sociable relationship between the teachers and the
     students which will ensure responsible behaviour and
     discipline.

(B) Best practices-2

  1.  Title of the Practice: DIGITALIZATION OF THE COLLEGE
  2.  Objectives:

  •  To achieve the mission of the college viz., to provide maximum
     modern infrastructural and academic opportunities to the
     students.
  •  To make the teaching-learning a new and innovative experience.
  •  To make documentation process, admission process, registration
     process, examination form fill-up of the college easy and
     convenient process for students.
  •  To make the library a user friendly and a treasure of
     information wherefrom students can learn at their own
```

convenience.

- To make Students' attendance a transparent process.
- To make the Students' Election a transparent process.
- To make student aware of Digi-locker.

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

7.3 - Institutional Distinctiveness

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

A. The performance of the institution in one area distinctive to its vision:

1. The college offers honours courses Vocational Course (B.Voc.) in Food Processing under Community College Scheme of UGC.
2. Advance Diploma in Acting, Certificate Course in Nursery Management and Post Graduate Diploma in Yoga.
3. The College avails free books on yearly basis through it Book Bank.
4. The college also undertakes several initiatives to sensitize students to gender equity, energy conservation measures, inclusiveness, human values etc. through lectures, popular talks, workshops, seminars, sports competition, activities.
5. The local people are allowed to use all the avail facilities of the college.

B. The performance of the institution in one area distinctive to its priority:

1. College gives priority to promote education to poor students of rural background. The college provides academic environment to the aspiring students of the rural area so that they can move ahead in their academic endeavour.
2. Keeping holistic development of the students in view, the college encourage them to participate in extracurricular activities (NSS, cultural, literary and sports).
3. The college also organizes several talks, seminars, workshops etc., to apprise students to the burning national and international issues.

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

7.3.2 - Plan of action for the next academic year

Future Plan

1. Upgradation of 3 (three) traditional classrooms to ICT enabled classrooms.
2. Procurement of ISOCertificate.
3. Registration of Almni Association.
4. Introduction of Add-on Courses under 15 (fifteen) departments of the college.
5. Signing of MoUs with organization, colleges, institutions by all the 15 (fifteen) departments of the college.
6. Installation of tiles in 3 (three) classrooms.
7. Renovation of a classroom into ICT enabled Mini-Conference Room.
8. Construction of Skyway from Administrative Building to Library Building.
9. To organise National Seminar.
10. Completion of construction work of New Science Building under RUSA grant.
11. Purchasing of books for central library.
12. Purchasing of sports good ans equipment.