

Academic Audit for Quality and Excellence in Higher Education

Peer Team Report
on
Institutional Academic Audit
for the years
2016-17- to -2020-21

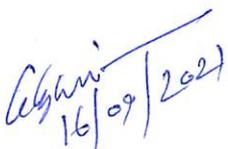
OF
L T K College, Azad, Lakhimpur
Dates of visit
15th - 16th September, 2021

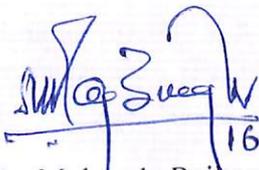
LTK College, Azad, North Lakhimpur, Assam

Academic Audit Report
of
LTK COLLEGE, AZAD
NORTH LAKHIMPUR

The report prepared is the result of the inspection / examination of the facts and documents as regards the academics and academic governance of the college. The committee examines and cross-verifies the records and facts that are prepared by the college in strict adherence to the terms of reference (ToR) given by the academic audit committee. Upon thoroughgoing checks and verification, the committee records/endorses few observations, recommendations and suggestions which are given in tabular form as follows.

It is to be noted that records presented by the college authorities bear testimony of the facts. The Committee testifies what are presented in the colleges.


16/09/2021
(Prof. Gopal Ch. Hazarika)


16.9.21
(Dr. Mukunda Rajbanshi)

Terms of References: Quality Parameters recommended by NAAC

Section I: GENERAL INFORMATION

1.1 Name & Address of the Institution:	LTK College, Azad, North Lakhimpur
1.2 Year of Establishment:	1977
1.3 Current Academic Activities at the Institution (Numbers)	UG Courses
• Faculties/Schools:	2 (1 Science, 1 Arts)
• Departments/Centres:	15
• Programmes/Courses offered:	BSc: - 5 BA: - 10
• Total Faculty Members:	Total: - 39 (till date) • Male: -26 • Female: -13
• Total Support Staff:	Total: - 19 • Male:17 • Female:02
• Students: (Session-2020-21)	Male: • SC-65 • ST-227 • OBC-318 • Gen-160 Female: • SC-26 • ST-73 • OBC-138 • Gen-59
1.4 Three major features in the institutional Context (As perceived by the Peer Team):	<ul style="list-style-type: none"> • It is a Govt. provincialized college affiliated to Dibrugarh University, Assam • It has recognition under Sec. 2(f) and 12(B) from UGC • It is registered under Society Act • It has good Infrastructure facilities striving for excellence
1.5 Dates of visit of the Team (A detailed visit schedule may be included as Annexure):	15 th and 16 th September, 2021
1.6 Composition of the Peer Team which undertook the on-site visit:	
Member	Dr. Mukunda Rajbanshi
Member	Prof. Gopal Ch. Hazarika

**Section II: CRITERION WISE ANALYSIS
Observations (Strengths/Weaknesses) on Key-Aspects**

2.1 Curricular Aspects:

<p>2.1.1 Curricular Planning and Implementation:</p>	<ul style="list-style-type: none"> • As prescribed by affiliating University (Dibrugarh University), Assam. Suggestion, modification sent to the affiliating University through BoS members. • College meticulously plans and develops action plans at the beginning of session for successful implementation of plans, an academic calendar in accordance with the affiliating university is prepared. • For sponsored Diploma and Certificate programmes curriculums are developed by the college. • Practices experiential learning for benefits of students.
<p>2.1.2 Academic Flexibility:</p>	<ul style="list-style-type: none"> • Semester system till 2018-19 CBCS was introduced in the year 2019 in all the programmes. • Academic flexibility by providing flexibility in choosing Generic Elective, Discipline Specific Elective and Skill Enhancement Course on their own. • Offers Diploma and Certificate Courses.
<p>2.1.3 Curriculum Enrichment:</p>	<ul style="list-style-type: none"> • Value added courses, Diploma and Certificate Courses are offered. • Provides facilities for Life Skills development through communication skill, personality development etc. • Four Career oriented courses viz. introduced.
<p>2.1.4 Feedback System</p>	<ul style="list-style-type: none"> • Feedbacks taken from: - • Students • Teachers • Alumni • Parents and • Employer are taken and is in vogue

2.2 Teaching -Learning & Evaluation:	
2.2.1 Student Enrolment and Profile	<ul style="list-style-type: none"> • Admission as per merit on first come first basis. • Statutory Reservation policy as per the regulation of Govt. of Assam is in vogue. • Students from different strata of the society are admitted to cater students' diversity.
2.2.2 Catering to Student Diversity	<ul style="list-style-type: none"> • Special sessions of counseling to bridge the knowledge gaps of different levels of learners is conducted at regular intervals. • Seminars, workshops and assignments are given on various issues in class routine. • Ramp and other facilities for differently-able students are made available. • Outreach programmes organized on regular basis and provision for helping weaker as well as economically backward students.
2.2.3 Teaching-Learning Process	<ul style="list-style-type: none"> • University provides academic calendar and accordingly a parallel academic calendar of the college, teaching plans, courses wise time table are prepared. • Multimedia learner-centered teaching methods used as supplement teaching. • Faced difficulty in timely completion of curriculum due to engagement of teachers in some Govt works, floods and no separate recruitment for +2 classes. • Classes using ICT is mandatory.
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> • Selection of teachers through selection committee constituted as per UGC guide line. • 9 faculty members are with Ph. D and 20 with M. Phil qualification. • Faculty members are to encouraged to attend OC / OP / FDP / workshops / seminar / conferences.
2.2.5 Evaluation Process and Reforms	<ul style="list-style-type: none"> • Efforts to attain standard graduate aptitude/attributes by offering special classes for advanced learners. • Remedial, tutorial and extra classes are offered for slow learners. • Reforms in evaluation system by the university introducing Internal Assessment. • Grievances Redressal mechanism at work as per UGC guideline.
2.2.6 Student Performing and Learning Outcomes:	<ul style="list-style-type: none"> • Defined learning outcomes through plans and modus operandi.

	<ul style="list-style-type: none"> • Unit test and remedial classes for slow learners. • Pass percentage of both the streams is 100% during last session. • Doubt clearing sessions are organized at regular intervals.
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2.3 Research, Consultancy & Extension:	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> • College has a Research Committee. • Encourage faculty members to pursue research works like M. Phil and Ph. D. • Encourage faculty members to undertake Minor and Major Research Projects. • Encourage faculty members to publish research papers in reputed and recognized journals.
2.3.2 Resource Mobilization for Research	<ul style="list-style-type: none"> • Being an undergraduate general degree college, resource mobilization is done through some minor research projects.
2.3.3 Infrastructure for Research:	<ul style="list-style-type: none"> • RUSA funded new and up-to-dated Computer Lab. • Free internet facility at library for all. • Wi-fi facilities in the college campus. • DBT funded Bio-tech hub. • Well-equipped library along with printed and online journals. • Striving hard to foster research interest and engagement among the faculty members.
2.3.4 Research publications and Awards:	<ul style="list-style-type: none"> • Faculty members published research papers in Journals of repute time to time. • A few faculty members published a few books under the College Publication Cell with ISBN no. • Faculty members need to be encouraged for further publication.
2.3.5 Consultancy:	<ul style="list-style-type: none"> • Several MoUs have been signed with organization, institutions etc. • Formal consultancy yet to be established.
2.3.6 Extension Activities and Institutional Social Responsibility:	<ul style="list-style-type: none"> • Extension and social service activities such as Free Eye Check-up Camp, Covid-19 Vaccination Publicity Programme, Plantation, environment awareness programme etc. through NSS, NCC, Eco Club, Red Ribbon Club. • A small budget allotted for extension activities.
2.3.7 Collaborations:	<ul style="list-style-type: none"> • MoU with some nearby Organizations, Institutions and small industries.

	<ul style="list-style-type: none"> • National level workshop organized. • Scope for collaboration for joint research activities and programs.
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2.4 Infrastructure and Learning Resources	
2.4.1 Physical Facilities:	<ul style="list-style-type: none"> • Adequate infrastructure available for academic activities. • Hostels, sports and recreational facilities, Multi-purpose Auditorium, Laboratories etc. available on the campus. • Health care, canteen and safe drinking water facilities available. • Separate common room with attach wash room for girls. • 3 (three) ICT enabled classrooms.
2.4.2 Library as a Learning Resource	<ul style="list-style-type: none"> • Library of 313.5 sq mts. and two separate reading compartments with 50 seating capacity, one separate room for browsing online resources. • 22210 volumes of books, 6000 e-journals, 3542 digital database and 108 CD and Videos are available. • Extra budgetary provision for library exists. • Library is partially automated.
2.4.3 IT Infrastructure	<ul style="list-style-type: none"> • 56 computers along with required software and necessary tools are available. • Internet connectivity is available. • Free Wi-Fi facility is available in the college campus. • Annual budget provision exists for maintenance and creation of more IT infrastructure.
2.4.4 Maintenance of Campus Facilities:	<ul style="list-style-type: none"> • Adequate budget allocation for maintenance of infrastructure. • College has own mechanism for maintenance.

2.5 Student Support and Progression:	
2.5.1 Student Mentoring and Support:	<ul style="list-style-type: none"> • Government scholarship for 95% for SC, ST, OBC students and cash awards, aid fund, book bank and financial assistance to students are provided by the college.

	<ul style="list-style-type: none"> • Spoken tutorial, remedial and extra classes for slow learners. • Doubt clearing sessions are in practice. • Counseling / Grievance Redressal / Anti Ragging Cells exist.
2.5.2 Student Progression:	<ul style="list-style-type: none"> • Student progression monitored. • 40% progression from UG to PG during last session. • Negligible dropout rate. • Mentoring system for minimizing dropout rate.
2.5.3 Student Participation and Activities:	<ul style="list-style-type: none"> • Students regularly participate in intra and inter college level co and extra-curricular activities and won prizes. • Student union exist and all office bearers are elected/selected through democratic election. • Students' involvement in most of committees of the college is visible. • Students actively participate in all the activities organized by the college from time to time.

2.6 Governance, Leadership and Management:	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> • Vision and Mission of the college are well stated. • Governance as per Govt. rules. • Quality monitoring and audits are done on continual basis.
2.6.2 Strategy Development and Deployment:	<ul style="list-style-type: none"> • Decentralized organizational structure with autonomy to departments and Head of the Departments. • Strategic plans designed and implemented as per Govt rules. • Quality assurance through various committees and fora.
2.6.3 Faculty Empowerment and Strategies:	<ul style="list-style-type: none"> • Performances are monitored through IQAC on teaching and Research. • Faculty members are encouraged to attend seminars, workshops and conferences plus an additional monetary benefit is given as per UGC guidelines for acquiring Ph. D. • Well-designed welfare schemes for faculty and staff as per Govt. norms.
2.6.4 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> • Annual accounts are audited by statutory Govt auditors and also by appointed Internal auditors.

	<ul style="list-style-type: none"> • Financial requirements are met through Govt. RUSA and UGC grants. • Financial resources mobilization from fee remittance from the University and Govt. of Assam. • The above financial deeds are routed through Governing Body.
2.6.5 Internal Quality Assurance System:	<ul style="list-style-type: none"> • IQAC prepares annual academy plans to be implanted throughout an academic year. • Feedbacks from students, parents, alumni, teachers are used for overall quality improvement. • Internal academic audit is adapted, Principal, Vice-principal and HoD's monitor academic programmes.

2.7 Innovations and Best Practices:	
2.7.1 Environment Consciousness:	<ul style="list-style-type: none"> • The college conducts Green-Audit. • Green and eco-friendly campus. • Well-designed Solar panel, LED lighting are available and Sufficient Dustbins are available in the campus. • Green Audit Policy is yet to be formulated.
2.7.2 Innovations:	<ul style="list-style-type: none"> • Computerized voting introduced. • Activities such as blood donation, flood relieve through NSS and various clubs and fora. • Admission process computerized. • Exam Form fill-up is also computerized.
2.7.3 Best Practices:	<ul style="list-style-type: none"> • Teacher's Diaries and self-appraisal and Log Book. • Motivational schemes for accesses to disadvantaged students. • Student Mentoring System. • Digitalization of the College.

Section III: OVERALL ANALYSIS	OBSERVATIONS
3.1 Institutional Strengths:	<ul style="list-style-type: none"> • Ideally suited College location, Excellent building and campus infrastructure. • Young and enthusiastic management and faculty.

	<ul style="list-style-type: none"> • Exhibition of good team-work at various levels including participatory and cooperative Management. • Locational advantage of the college may be utilized for the demographic inclusion. • High enrollment in science subjects.
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> • Shortage of teaching faculty • Science laboratories yet to be modernized. • Collaborations with reputed organizations to be utilized and enhanced.
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> • Govt. Agencies looking for good colleges to undertake R&D projects. • Attracting faculty with Ph. D and motivating existing faculty for qualifications improvement. • Scope for strengthening industry -institute interactions for R&D collaborations. • College can appreciate the demographic dividend. • Introduction of more value-added job-oriented courses.
3.4 Institutional Challenges:	<ul style="list-style-type: none"> • Enrichment of existing faculty is the need of the hour. • Recruit and retain qualified and experienced faculty. • Evolving industry-based courses to meet their needs within the framework of rules. • Inculcate the consultancy activities. • Continual laboratory infrastructure improvements to meet the expectations from industry and society. • To promote the college to an autonomous status.

Section IV: Recommendations for Quality Enhancement of the Institution

Recommendation(s)

- Efforts may be directed for the recruitment and retention of quality faculties with appropriate cadre ratio
- Encouragement to faculty members to enhance their qualifications
- Motivate faculties for financial resource mobilization through research and consultancy work, and also to publish quality research papers

- Laboratories and ICT infrastructure and library services may be suitably upgraded to avoid its obsolescence, and meet the requirements of the stake holders
- Collaborations and interactions with Industry, research organizations, institutions and Universities should be encouraged and supported.
 - Basics First: The teachers, college/university administrators must reach out to the students.
 - Teaching be improved in order to instill in students (the critical bent of mind) the original thinking
 - Steps be taken to appreciate the quality of overall education and then social returns in terms of quality graduates capable of addressing social concerns, and responsibilities of society and societal problems. Steps may be:
 - i. Good teaching is the Mantra
 - ii. Strict vigilance/monitoring in teaching-learning process
 - iii. Weakly/monthly assignments by concerned faculty members
 - iv. Stress be given on remedial teaching/doubt clearing sessions, tutorial and extra classes twice/thrice a week
 - v. UG students be rigorously trained/taught Grammar, Composition, Translation etc.
 - vi. Students be trained/acquainted with writing skills such as precis/letters (business/Advertising/Communication etc.), Assignments writing, Statement of purpose etc.
 - vii. Students should be trained in Spoken and Communicative English
 - viii. Faculty members of English and Assamese be given space (incentives/time etc.) to get engaged in assignments
- College Academics should go hand in hand with the University and the UGC guideline and reforms
- UG students be given space/opportunities or they may be trained how to formulate problems and solve problems
- Space for case studies /Empirical studies (in Pilot Form) be given to students (Science and Social Science students)

- Instill/nurture in students the Exercise Solving Habit especially in Mathematics and Science
- In addition to Physical exercises/sports events, Mental sports such as Quiz; Group discussion and Debate on Topical issues /matters etc. be organized periodically (quarterly/monthly) in the college.
- Academic Audit is encouraging to the overall good of the college. Exercise of this sort will stimulate/fillip the quality journey of education of the college
- Green Audit is also encouraging to maintain a pollution free, conducive atmosphere in the college
- NKC's objectives of Higher Education-Expansion, Excellence and Inclusion (EEI) need to be fulfilled. The objectives E, E and I are all mutually exclusive. But, pursuing/Implementing E, E and I simultaneously is simply impossible. A college /An Institution has to adopt/make a defined trade-off between E, E and I in achieving the goal.
- Adopt right mix of Chalk and Talk /Lecture and ICT applications in the teaching-learning process
- Solutions to quality education solely lies in how the teachers deliver so, we should reach out to students.
- Efforts may be directed for recruitment and retention of quality faculty with appropriate cadre ratio.
- Laboratory and ICT infrastructure, and library services may be suitably upgraded to avoid its obsolescence, and meet the requirements of the stake holders
- Efforts can be made to acquire full autonomy from the University
- Apply for ISO certification of the college

Suggestions:

- Policy of a college /university is meant for greater public good. Autonomy, if granted be applied logically.
- AQAR(s) be submitted in the stipulated time
- SSR be crosschecked before presenting it to the NAAC Peer Team
- Compliances of the Recommendations of the previous NAAC visit be put on record

- To promote the college to an autonomous status by creating right ambience (Academic, Finance and Administrative) on the college campus. Meaning is that college requires to be financially and academically well endowed.

Opportunities-Location of the college is good for demographic inclusion i.e., location has scope for creation of demographic dividend.

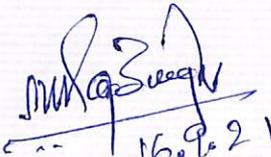
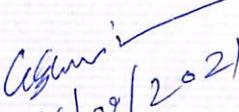
I agree with the Observations of the Team as mentioned in this report.



M. Mehta
16/9/21
Signature of the Head of the Institution
Seal of the Institution

Principal
L.T.A. College, Azad
North Lakhimpur

Signature of the Peer Team Members:

Name and Designation	Designation	Signature with date
Dr. Mukunda Rajbanshi Retired Principal, Lakhimpur Girls' College, North Lakhimpur	Chairperson	 16.9.21
Prof. G. C. Hazarika Former Director, College Development Council & Centre for Computer Studies; Prof. Dept. of Mathematics, Dibrugarh University, Dibrugarh-786004	Member	 16/09/2021

Place: Azad, North Lakhimpur

Date: 16th September, 2021