SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

L. T. K. COLLEGE

L.T.K. COLLEGE P.O. AZAD DIST. LAKHIMPUR PIN-787031
787031
www.ltkcollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

August 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

L.T.K College was established on the 22nd of August, 1977, which at the initial stage exclusively offered H.S and U.G programmes in Arts stream. It is named as Lakhimpur Telahi Kamalabaria College and is abbreviated as L.T.K. College, and is located at the intersection of Lakhimpur, Telahi, and Kamalabaria Mouzas in Azad, Lakhimpur District, Assam. The college was brought under the Deficit-Grant-in-Aid System in 1987 and later the college was provincialized under 'The Assam College Provincialization Act of 2005'. It is registered under Sections 2(f) and 12(B) of the UGC Act of 1956 and is permanently affiliated to Dibrugarh University. Later on, the science stream was started in 1994 with the intention of imparting science education to the local ambitious youths. The science stream was subsequently provincialized with effect from August 14, 2013, under the New Assam College Provincialization Act.

The college was founded with the purpose of providing higher education to the economically underprivileged sections of society, promoting the ideals of national integration, democracy, and secularism, allowing for the all-around development of the student community, working toward the society's overall growth, and raising awareness of the national, social, and economic problems among its student community.

The college is dynamic and periodically reviews students' progress and adopts various resolutions to introduce value-based and career-oriented courses granted by UGC. The college currently offers courses like:

1. B. Voc. in Food Processing
2. Advance Diploma in Acting
3. Nursery Management
4. 22 (twenty-two) Add-on Courses approved by Dibrugarh University

LTK College has been selected for institutional level Bio-Tech Hub by the Department of Bio-Technology, Ministry of Science and Technology, Government of India in the year 2013-2014 to popularize and promote awareness on bio-tech in NE Region.

The college was accredited by NAAC in 2004 (1st Cycle) and awarded C++ Grade. It was then reaccredited by NAAC (2nd Cycle) in 2016 and awarded B+ grade. The college is now preparing for 3rd Cycle NAAC accreditation.

Vision

The vision of the College is to provide an opportunity for higher education to the surrounding economically backward students including ST, SC, Other Backward and deprived communities. Aims of the College are to provide scope for holistic development of the students through such co-curricular activities as games and sports, music, cultural and literary activities and participation in social welfare schemes.

Mission

1. To shape the college as a model rural college of higher education
2. To provide maximum modern infrastructural and academic opportunities to the students
3. To impart higher education to the youths of economically weaker sections including students belonging to SC, ST and OBC communities
4. To arrange additional remedial classes for the betterment of students so that they can compete with students of advanced institution
5. To promote awareness among the students about the socio-cultural traditions of National importance in order to strengthen the concept of national integration and secularism
6. To promote a scientific and humanistic approach towards life
7. To take steps to introduce dynamics courses
8. To impart organised training in Games, Sports, Music, Cultural and Literary activities
9. To lay emphasis on research in unconventional areas of socio-economic importance
10. To bring awareness and understanding of the immediate socio-economic problems among the teachers and students and develop their skill for meeting such problems
11. To promote the concept of collective unity for social and national interest.
12. To provide maximum modern infrastructural and academic opportunities to the students

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. The geographical location of the college amidst greenery provides a conducive environment for teaching and learning.
2. Courses like B. Voc. in Food Processing, Diploma in Acting, Certificate Course in Nursery Management and are introduced for all round development of the students. Besides, the newly introduced Add-on Courses provide academic enrichment and flexibility to students.
3. Through the implementation of the Mentor-Mentee System, the institution has expanded the scope of its teaching-learning process beyond the walls of the classroom. The college authority and the teachers are readily available to the students.
4. Many committees and cells have been established, and they are fervently working to operationalize extracurricular and co-curricular activities.
5. The innovative and entrepreneurial mindset of various committees, clubs, and cells operating under the supervision of college authority is one of the strong foundations supporting the improvement of the student community.
6. The Internal Quality Assurance Cell (IQAC) plays a vital role in ensuring quality in education through various quality enhancement measures and monitoring mechanisms.
7. The mission of the college is reflected in the extent of academic and non-academic activities conducted by the college which are designed to inculcate employability skills and a sense of social sensitivity among the students.
8. As an incentive towards social responsibility the college has developed strong community collaboration by carrying out community welfare programmes.
9. In keeping with the mission, the college incorporates capacity-building facilities by organizing educational excursions, workshops, and seminars.
10. Institutional DBT Hub promotes scientific knowledge and awareness in biotechnology.

Institutional Weakness

1. Lack of adequate infrastructural facilities is the major obstacle for the college viz. adequate numbers of modern and up-to-date classrooms and laboratories with modern teaching-learning tools are a major hindrance in the teaching-learning process.
2. The college lacks the ambiance of modern amenities for attracting contemporary youths to the institution.
3. The college is located in a rural and underdeveloped area, so it has infrastructural challenges that prevent it from forming productive collaborations with industry, research organizations, and international educational institutions.
4. To make education more accessible to students from socially and economically disadvantaged strata, quality of input has to be sacrificed. Consequently, the results of the college keep on fluctuating.
5. Shortage of permanent teaching staff is one of the vital weaknesses of the college for which teachers on a temporary or contract basis are to be appointed. Their employment term is unpredictable and it makes it difficult for them to participate in and contribute to the college's corporate life.

Institutional Opportunity

1. The college has adequate space for the development of infrastructure in future.
2. The college has the potential and scope for introducing new courses and career-oriented programmes to enhance students' employability skills.
3. The college is exploring all options to collaborate with educational institutions and the industry to provide students with professional skills and employment opportunities. Besides, the college also looks forward to academic collaboration with professional bodies and universities for the introduction of professional, add-on, diploma, and certificate courses
4. Seminars, Workshops, and need-based FDPs are organized for professional and academic development of the faculty members. Besides, several career counselling programmes, popular talks, and hands-on training programmes are being organized for students.
5. The college organizes community development and extension programmes from time to time to sensitize the students towards social responsibility through different committees and cells.

Institutional Challenge

1. The college faces a serious challenge from encroachers and other anti-social elements.
2. Due to the poorly constructed embankment, the college faces a veritable threat from the adjacent river Somdiri during the rainy season. Due to the institution's location in a flood-prone region, it frequently experiences flooding that disrupts academic courses and sometimes wrecks college property.
3. As the quality of inputs has to be compromised so it poses a challenge to make them nationally and globally efficient.
4. Lack of an adequate number of teachers puts an extra load on the teachers.
5. It is a challenge to reinforce the significance of an ethical mindset and compassionate outlook without which the entire teaching-learning process becomes hollow.
6. It is a challenge to motivate the students to develop a deeper sense of critical and independent thinking.
7. It is an arduous task to inculcate research aptitude among students.
8. The college needs to evolve itself as an aesthetically presentable campus with all the modern tools failing which the college shall prove to be a deterrent for the new faces.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

L.T.K. College offers a combination with honours in ten subjects in Arts and five subjects in Science at the UG level. Besides, students can opt for N.S.S and Web Designing as Skill Enhancement Courses (Under CBCS). The college also offers B. Voc. in Food Processing, Certificate Course in Spoken English (from time to time), Basic Computer Application, Nursery Management, and Yoga to equip students with basic life and soft skill. Recently, all departments have started 22 (twenty-two) Add-on courses approved by Dibrugarh University to enhance the students' learning experiences. Before the commencement of an academic session, IQAC takes the initiative to detect the shortcomings of the previous session in consultation with the Principal and the Academic Committee of the college. Accordingly, all the academic activities of the college are planned well before the commencement of the academic session. On the other hand, all the departments also prepare departmental academic calendars, teachers prepare respective teaching plans along with course outcome, programme outcome, and learning outcome at the beginning of the semester.

Being an affiliated College under Dibrugarh University, the College follows the curriculum designed by the university. The affiliating university has integrated cross-cutting issues relevant to Gender, Environment, sustainable human values, and Professional Ethics into the curriculum and the college implements the curriculum. The college has formed various committees, cells, and clubs that organize various programmes to sensitize people and students regarding the relevant cross-cutting issues. Most of the departments of the college conduct field study as a part of the curriculum which also provides a chance for students to enhance their knowledge of data collection, sampling, and report preparation. This study also helps students to understand the real situation.

In order to upgrade the quality of education, infrastructure, academic performance, and ambiance of the institution, the college obtains feedback from various stakeholders such as students, parents, alumni, teachers, and employers. Subsequently, the college communicates with the affiliating university for action. At the college level, feedback is analysed for necessary improvisation and actions are taken and the ATR on the feedback is made available on the institutional website.

Teaching-learning and Evaluation

In the last five years, the number of enrolment of students is fluctuating regularly and the overall enrolment percentage for both B.A. and B. Sc programmes of the college is 87.41%. The college strictly maintains the GOI and State Govt. rules to fill seats earmarked against reserved seats for various categories (SC, ST, OBC, Divyangjan, etc.). For the last five years, the enrolment percentage of students earmarked for various reserved categories is 92.85%. The present teacher-student ratio is 24.25 which is very positive as our teachers can provide personal attention, and better guidance to students as well as teachers can focus better on quality than quantity. Teachers of the college use student-centric methods such as Experiential learning, Project/Field Study methods, Participative learning, Group Learning methods, etc. These methods enhance the learning experience of the students and make it effective. The percentage of full-time teachers against sanctioned posts during the last five years is 95.98 % which is satisfactory and at present only 2 (two) permanent posts are lying vacant, The percentage of teachers with NET/SLET/Ph. D is 28.14% during the last five years. The college conducts 2 (two) sessional examinations to measure the imparted knowledge, understanding, and skills attained by the learners. Besides, the college also conducts unit tests and assigns home assignments as a part of formal assessment. All the internal assessments are conducted with transparency as per the completion of the

syllabi under the guidance of the examination committee. Notices regarding sessional examinations, group discussions, unit tests, Internal Marks, and attendance are displayed on the departmental notice board. All such activities help students to prepare better for their semester-end examination. The learning outcomes of the programmes and courses are communicated to teachers in the academic meeting and students are informed of the same in the induction programme. The overall pass percentage of the college is in gradual progress from 69% in 2017-18 to 97% in 2021-22.

Research, Innovations and Extension

During the last five years, a few research projects have been undertaken by the teachers of the college and the college has received an average of Rs 12.99 lakhs from governmental and non-governmental agencies for research projects. The institution has created an ecosystem for innovation and other initiatives for the creation and transfer of knowledge by establishing a Research Committee, Publication Cell, DBT Hub, Community College, Dramatic Society, and Cine Club. Besides, the college has signed MoUs with various external agencies for the creation and transfer of knowledge. As a part of the research initiative, the college has conducted 32 nos. of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR), and entrepreneurship during the last five years. During the last five years, teachers of the college are actively engaged in publication works and have published a few research papers in the Journals on the UGC care list at an average of 30.77 and published a number of books and chapters in edited volumes/books in national/ international conference proceedings at an average of 56.41. The college has formed Extension Activity Committee, Eco Club, Red Ribbon Club and NSS and NCC units to carry out different social activities to sensitize students about social issues for their holistic development and impact thereof. The prime objective of these committees and cells in the neighbourhood community is the development of sustainable livelihood through dissemination of current trends, innovation, and transformative actions and equipping the students with knowledge and skills to participate in the nation-building activity. During the last five years the college has received awards and recognition from some of the government-recognised bodies for the extension activities carried out by the college in the district. Besides, an average of 60 extensions and outreach programmes have been 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). The college has signed 37 MoUs, collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trips, On-the-job training, research, and other academic activities with other institutions, organizations, and others.

Infrastructure and Learning Resources

L.T.K. College has 17.025 acres with a built-up area of 6303.34 sqm. The college has available and adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural facilities, gymnasium, yoga center, etc. in the college. It has 15 separate departments, 6 (six) laboratories, one computer laboratory, a guest house with the hostel superintendent and the hostel caretaker's residents, Indoor Sports Complex, 29 classrooms, 6 ICT-enabled classrooms, separate teachers' common room, separate examination committee room, separate Boys' and Girls' common rooms, Central Library cum Museum, Institutional DBT HUB, One Conference Hall, Centres for Distance Education under Dibrugarh University and KKHSOU, one Boys' Hostel, one Girls' Hostel, Administrative Building, one Multi-Purpose Auditorium, Volleyball court, Physical Fitness Centre, Yoga Centre, Departmental Libraries, Book Bank, College Canteen, Union Body Room, etc. The college has spent an average of 49.94 lakhs excluding salary for infrastructure augmentation during the last five years. The college has a central library with a cultural museum in a separate two-story building of 313.5 sq.

meters. It has a vast collection of textbooks, reference books, and other books with foreign, peer-reviewed journals and bound volumes of journals. The library is partially automated with integrated library management software SOUL 3.0. and it has a digital library vide the link http://www.ltkcollegedigitallibrary.com/readbook/ and one DSpace (Digital Library cum Institutional Repository) viz. http://www.ltkcollege.digitallibrary.co.in/. The college has wi-fi connectivity and provides free wi-fi access to teaching and non-teaching staffs, and students. For the upgradation of the same, the college has signed MoU with service providers. The college has an up-to-date computer laboratory with sufficient numbers of computers with a student–computer ratio of 16.47. In the last five years, an average of 50.09 lakhs of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component.

Student Support and Progression

The Govt. of Assam provides freeships to students whose family income is below Rs. 2 lakhs per annum. Under the scheme, 72.24 percentage of students have benefited from scholarships and freeships provided by the Government and Non-Government agencies during the last five years. The college undertakes several initiatives for capacity building and skill enhancement of the students so that they can compete with the students of other premier institutions in the job market as well as in competitive examinations. The college also conducts free coaching classes and provides guidance and career counselling to students from time to time for competitive examinations. As a college offering Under Graduate Courses, most of the students go for further studies rather than services. So the percentage of benefit from guidance and career counselling for competitive examination is 1.6% in the last five years. The college has formed an Anti-Ragging Cell and a Grievance Cell to redress the grievances of students. Both the committees have framed transparent mechanisms for timely redressal of student grievances including sexual harassment and ragging cases. Students can submit their grievances through offline mode which is redressed through a joint meeting of the mentioned committees along with the college disciplinary committee. The Percentage of placement of outgoing students and students progressing to higher education during the last five years is 16.7 and 13.17 percentage of students have qualified in the state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations). Students of the college have participated in various sports/ cultural activities at the University/State/National/International level (during the last five years a total of 9 awards/medals for outstanding performance in these activities have been received). Students of the institution have participated in an average of five sports & cultural programmes (organized by the institution/other institutions). The Alumni Association of L.T.K. College was formed in the year 2000 and is registered under the Society Registration Act.,1860 vide Registration No. RS/NLP/257/1/17 of 2022-2023. At regular intervals, it provides suggestions and other assistance to the college authority for overall development of the college.

Governance, Leadership and Management

The governance and leadership of the college are in accordance with the vision and the mission of the college and it is visible in various institutional practices such as decentralization and participation in institutional governance. The mission statement of the college defines the distinctive characteristics of the college. From the very inception of the college, it has been providing higher education to the socially, economically, and academically backward communities of the locality. 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 a sense of national

integration, unity, and collectivity. The principal, who serves as the college leader, manages the institution's academic administration through a number of recognized Committees and Bodies. The organizational structure and decision-making procedures are established in accordance with the college rules and regulations for improving overall effectiveness and realizing its goal. The college has implemented e-governance in areas of operation such as administration, finance and accounts, students' admission and support, and also in examination processes. The college has effective welfare measures for both teaching and non-teaching staffs through making arrangements to avail all the schemes provided under the Government of Assam and Govt. of India for the career development and progression of the teaching as well as non-teaching staffs. The college authority facilitates gratuity, pension, commutation of pension, and earned leave encashment for the retiring employees. In the last five years, 0.6 percent of teachers are provided financial support to attend conferences/workshops and towards membership fees of professional bodies. 29.32 percent of teaching and non-teaching staffs have participated in Faculty Development Programmes (FDP), professional development /administrative training programs during the last five years. The college has various committees for mobilization and optimal utilization of resources and funds from various sources and it conducts internal and external audits regularly. Internal Quality Assurance Cell (IQAC) has contributed significantly to institutionalize quality assurance strategies and processes. It reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes at periodic intervals and records the incremental improvement in various activities. In this regard, the IQAC undertakes several quality assurance initiatives from time to time through regular meetings, collaboration with other institutions, participation in NIRF and conducting various audits.

Institutional Values and Best Practices

L.T.K. College maintains a strong ethical work culture that is observed through the highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, colour, creed, language, religion, political or another opinion, national or social origin, property, birth or social status. safety, security, and well-being along with gender equity and a friendly working atmosphere are the spheres of vital importance in the college. Gender sensitivity is an essential value in the cultural ethos of the college and its neighbouring community. The college has a very strong sense of obligation to identify the expectation and aspirations of youths of the present generation and undertake goal-oriented measures to enrich the abilities and holistic skills of both boys and girls without any discrimination. The college at the same time guides its students in the right direction by sensitizing them on issues like gender issues, social harmony, and tolerance. The institution has facilities and initiatives for alternate sources of energy and energy conservation measures, management of the various types of degradable and non degradable waste, water conservation, green campus initiatives, and a disabled-friendly, barrier-free environment. At the same time, the college regularly conducts quality audits on environment and energy. The institutional environment and energy initiatives of the college are confirmed through following green audit / Environment audit, Energy audit, Clean and Green campus initiatives, and beyond the campus Environmental promotion activities. The College plays an effective and vital role in providing an inclusive environment i.e., tolerance and harmony towards culture, regional, linguistic, communal, socio-economic, and other diversities. For the promotion of unity in diversity, the NSS and NCC Units of the college organize several programmes in nearby and remote villages. The College also organizes various cultural programmes to celebrate the cultural diversity of India. All the departments of the College conduct Popular Talks, Workshops, and Outreach Programmes to promote communal harmony and tolerance in selected villages and also in the college campus. Two best practices of the college are Mentoring and Digitalization of the College.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	L. T. K. COLLEGE
Address	L.T.K. College P.O. Azad Dist. Lakhimpur Pin-787031
City	North Lakhimpur
State	Assam
Pin	787031
Website	www.ltkcollege.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Bubul Kumar Saikia	03752-230119	9954189103	-	ltkcollege@yahoo.in
IQAC / CIQA coordinator	Biju Kumar Sonowal	-	7002132754	-	bijusonowal45@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Assam	Dibrugarh University	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	09-11-1995	[View Document](#)
12B of UGC	06-11-1997	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	L.T.K. College P.O. Azad Dist. Lakhimpur Pin-787031	Rural	17.025	6303.34

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Assamese	36	Senior Secondary	Assamese	40	22
UG	BA,Economics	36	Senior Secondary	English,Assamese	20	13
UG	BA,Education	36	Senior Secondary	English,Assamese	40	40
UG	BA,English	36	Senior Secondary	English	20	13
UG	BA,Geography	36	Senior Secondary	English,Assamese	20	18
UG	BA,History	36	Senior Secondary	English,Assamese	20	15
UG	BA,Home Science	36	Senior Secondary	English,Assamese	15	8
UG	BA,Philosophy	36	Senior Secondary	English,Assamese	20	16
UG	BA,Political Science	36	Senior Secondary	English,Assamese	45	43
UG	BA,Sociology	36	Senior Secondary	English,Assamese	55	55
UG	BSc,Botany	36	Senior Secondary	English	50	31
UG	BSc,Chemistry	36	Senior Secondary	English	35	35
UG	BSc,Mathematics	36	Senior Secondary	English	45	42
UG	BSc,Physics	36	Senior Secondary	English	30	17
UG	BSc,Zoology	36	Senior Secondary	English	65	64

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				4				35
Recruited	0	0	0	0	2	2	0	4	21	11	0	32
Yet to Recruit				0				0				3
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				17
Recruited	9	2	0	11
Yet to Recruit				6
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	1	0	4	4	0	9
M.Phil.	0	0	0	2	0	0	14	6	0	22
PG	0	0	0	0	1	0	21	11	0	33
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	8	15	0	23
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	5	0	0	5

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	596	0	0	0	596
	Female	277	0	0	0	277
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	30	28	25	25
	Female	8	15	6	10
	Others	0	0	0	0
ST	Male	87	86	72	109
	Female	10	16	19	41
	Others	0	0	0	0
OBC	Male	138	98	109	154
	Female	61	50	47	60
	Others	0	0	0	0
General	Male	49	84	40	83
	Female	24	15	26	28
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		407	392	344	510

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The college is preparing to include multidisciplinary subjects as per the National Educational Policy, 2020. L.T.K. College is an affiliated college under Dibrugarh University, so it depends on the curriculum framed by the university. But in recent times as a part of quality enhancement, the college has introduced 22 (twenty-two) Add-on courses approved by the affiliating university in order to develop all-around capabilities of the students. The objective of these Add-on courses is to provide students with skills necessary for employability. The college has also been offering B. Voc. in Food Processing and Advance Diploma in Acting courses and as a part of multidisciplinary/interdisciplinary

	initiatives, the college is further planning to introduce several such courses. The objective of such courses is to make the students equipped with entrepreneurship, life and soft skills so that they can generate self-employment opportunities. Besides, the college has proposed to organize workshops, trainings and talks to attract students towards multidisciplinary/interdisciplinary courses. The good practice of the college pertaining to Multidisciplinary/Interdisciplinary is the introduction of NSS, Web-Designing and Library Science and Information as Skill Enhancement Course since the implementation of the CBCS.
2. Academic bank of credits (ABC):	The college has been conducting faculty and student exchange programmes for the last three years. In recent times, the college has signed MoUs with various institutions and organizations for conducting such exchange programmes and undertaking joint research activities. Lately, Dibrugarh University has availed of the Academic bank of credits (ABC) and as an affiliating college under the university, the college will also implement the same as per the instruction of the university.
3. Skill development:	Skill development is the process through which skill gaps are identified and then skills are developed and improvised. The college has been promoting Value-Based Quality Education parallelly with the university curriculum by introducing B.Voc. in Food Processing under the Community College Scheme of the UGC and a UGC-sponsored Diploma in Acting Course. The curriculum of these courses was framed in alignment with the National Skills Qualification Framework (NSQF). This year, the college has introduced 22 (twenty-two) Add-on courses to inculcate basic and necessary skills for employability. In this regard, as a part of outsourcing the college has signed MoUs with several agencies and institutions. Besides, the college undertakes several initiatives to equip students with all the necessary skills by conducting workshops, seminars, talks on life skills, soft skills, skills for entrepreneurship etc. The good practice of the college pertaining to Skill Development is that the college organizes workshops, seminars, popular talks etc. at regular intervals.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using	As an affiliating college, the college implements the curriculum framed by the affiliating university. The

online course):	university has integrated the Indian Knowledge System by including Modern Indian Languages (MILs) into the curriculum which are compulsory subjects at the undergraduate level. Faculties of the college teach using bi-lingual mode. To provide classroom delivery in bilingual mode the college proposes to organize FDPs for the faculties at regular intervals. To preserve and promote the Indian Arts, Culture, language, traditions etc. the college maintains a museum. The good practice of the college pertaining to the appropriate integration of the Indian Knowledge System is the maintenance of the museum wherein traditional artifacts, local handicrafts, ancient manuscripts etc. have been preserved so as to showcase and sensitize the students.
5. Focus on Outcome based education (OBE):	In order to transform the curriculum towards Outcome Based Education, the College has introduced 22 (twenty-two) Add-on Courses focusing on the needs of the time. Besides, the college is planning to introduce a few Diploma and Certificate Courses so that students can acquire the necessary skills and training to compete in the present job market as well as to create self-employed opportunities. The good practice of the college pertaining to focusing on Outcome Based Education is the introduction of 22 (twenty-two) Add-on Courses.
6. Distance education/online education:	At present, the college is also offering UG and PG courses through ODL (Open Distance Learning) mode under Dibrugarh University and KKHSOU. Seeing the enrolment position under ODL mode, it can be asserted that the introduction of vocational courses through ODL mode in the college would be beneficial for students as students would be able to acquire multiple need-based degrees. Keeping in view the convenience of the students, the faculties of the college use IT tools for teaching learning activities, which has improvised the teaching and learning process as well as the learning experiences of the students. This year the college has upgraded three traditional classrooms into IT-enabled classrooms and in near future, the college is planning to upgrade all the classrooms into IT-enabled classrooms. The good practice of the college pertaining to Distance education/online education is that the college offers Certificate Course in Nursery

	Management and Post Graduate Diploma in Yoga under KKHSOU.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
873	1066	781	891	903

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 39

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

2.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
36	38	31	31	31

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
32.1	155.3	35.6	50.4	72.4

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

L.T.K. College offers a combination with honours in ten subjects in Arts and five subjects in Science at the UG level. Besides, students can opt for N.S.S and Web Designing as Skill Enhancement Courses (Under CBCS). The college also offers B. Voc in Food Processing, Certificate Course in Spoken English (from time to time), Basic Computer Application, Nursery Management, and Yoga to equip students with basic life and soft skill. Recently, all departments have started 22 (twenty-two) Add-on courses approved by Dibrugarh University to enhance the students' learning experiences.

Before the commencement of an academic session, IQAC takes the initiative to detect the shortcomings of the previous session in consultation with the Principal and the Academic Committee of the college. Accordingly, all the academic activities of the college are planned well before the commencement of the academic session. A parallel academic calendar of the college is prepared in consonance with that of the affiliating University. On the other hand, all the departments also prepare departmental academic calenders, teachers prepare respective teaching plans along with courses outcome, programme outcomes, and learning outcomes at the beginning of the semester. Faculty members maintain course files which comprise lesson plans, notes and related questions on the topics to be taught along with the performance detail of the students.

Course delivery and syllabi completion are monitored through formal and informal feedback and departmental report submitted to the Coordinator, IQAC, and the Principal. Besides, teachers must maintain Log Book (which is checked and signed daily by the HoDs and then by the authority) and Class Diary Book (which is checked and signed weekly by the HoDs and then by the authority).
Continuous Assessment is conducted through periodical internal classroom tests. In addition, teachers hold individual discussions on evaluated answer scripts with students. Remedial, tutorial, and extra classes are conducted for weaker students. Besides, to develop the students' personality and communicative skills, the college conducts lectures, seminars, workshops, popular talks, etc. Faculties are encouraged to undertake research work, attend seminars, workshops, refresher courses, FDP etc. The college also undertakes certain initiatives to organize FDP for teaching staffs and professional training for non-teaching staffs from time to time to enhance their abilities.

The outcome-based approach is being adopted for the effective delivery of the curriculum. the college is equipped with an up-to-date central library along with departmental libraries. Besides, the college also has a Book Bank for the poor meritorious students. Students are provided with a unique user ID and password to use Digital Library.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 17

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 9.95

1.2.2.1 **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
390	11	31	17	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

Being an affiliated College under Dibrugarh University, the College follows the curriculum designed by the affiliating University. The affiliating university has integrated cross-cutting issues relevant to Gender, Environment, Sustainable Human Values, and Professional Ethics into the curriculum and the college

implements the curriculum.

The college has formed various committees, cells, and clubs to sensitize people and students regarding the relevant cross-cutting issues.

Professional Ethics: -

Professional Ethics plays a very important role in the daily life of humans as it helps to provide a better future for them. They facilitate the development of a holistic perspective among the students towards life, profession, and happiness based on a correct understanding of human reality and existence. The authority of the college in collaboration with the IQAC of college conducts FDP and other related programmes on Professional Ethics to create a conducive working environment in and around the college campus.

Gender: - The college has a Gender Equity and Women Empowerment Cell which works with the objectives for overall development of the girl students of the college in particular and the empowerment and advancement of women in general. Under the guidance of the cell, various programmes such as awareness programmes on Gender Equity, Women Empowerment, Self-protection, Woman's mental and physical health, free health check-ups camps, Personality Development, Yoga Training, and Pre-Marriage counseling are conducted. These programmes are aimed at sensitization of the students, faculty members and staffs. International Women's Day is celebrated every year to mark the achievement of women in various fields. Besides, the Institution provides a separate common room with an attached washroom for girl students with necessary amenities (First Aid Box).

Human Values: -

Human values are the rudimentary requirement in today's society and the business world that guide people to consider human elements when people interact with one another. Human Values have many positive traits which help to create bonds of humanity between people and to understand the essence of the other. These human values have the outcome of connection, uplifting, support, and procuring tranquillity. Human values are the foundation required for any practical life within society. So, human values are well described as universal and are shared by all human beings, irrespective of their religion, nationality, culture, and personal history and traits. Thus, in L. T. K. College human values are inculcated to the students through courses and programmes they are taught and also by conducting and celebrating various programmes such as National Integrity, Equality, Peace, Patriotism, and Brotherhood, etc. from time to time.

Environment and Sustainability:

The college has established the Green & Clean Campus Committee to promote environmental and sustainability issues. To sensitize students regarding such issues, the mentioned committee conducts and organizes various programmes on cleanliness, health, and hygiene, conservation of natural resources and plastic-free campus etc.

A list of courses included in the curriculum is enclosed in the additional information:

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)	

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 46.16

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 403

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	[View Document](#)

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Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 87.41

2.1.1.1 **Number of students admitted year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
432	510	335	392	407

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
520	495	470	470	420

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the last five years (Exclusive of supernumerary seats)

Response: 68.15

2.1.2.1 *Number of actual students admitted from the reserved categories year - wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
353	399	277	293	334

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

2021-22	2020-21	2019-20	2018-19	2017-18
530	495	515	470	420

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 24.25

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 using ICT tools

Response:

To enhance the teaching-learning experiences and help the students to develop their abilities of critical and creative thinking, analytical and problem-solving abilities to solve real-life problems and challenges, student-centric methods have been applied in the college.

In recent times, faculty members of the college have switched from conventional to student-centric methods to enhance the learning experience of the students and to make it effective, faculty members use PPT and Web-based materials in their teaching-learning process and also use the lectures available on YouTube, and other such platforms to make learning interesting and effective for students. Some of the student-centric methods adopted in our college are as follows:

Experiential learning: Experiential learning is the process of "learning by doing" by reflecting on the experience. Experiential learning activities include hands-on laboratory experiments, internships, practicums, field exercises, study abroad, undergraduate research, studio performances, etc.

Subjects having practical papers are usually taught in the laboratories through the experimental method so that students can get acquainted with the facts individually through direct experiments. Thus, students are provided with chances to verify the facts and laws of these subjects with the help of individual experiments.

Project/Field Study methods: Some of the departments have papers which includes field studies. So, in such papers, students undertake a study of related fields or sites under the supervision or guidance of appointed faculty members. Such methods promote students' attention to the subject and provide them

with an opportunity for freedom of thought and the free exchange of distinct and unique views on the selected topics. All the project works of the Departments are undertaken as per the requirement of syllabi and accordingly, each student prepares a report of the study to be submitted to the concerned departments.

Besides, students of the Education Department carry out Practice Teaching classes in selected schools of the locality as a part of their syllabus.

Participative learning: As per the instruction of the affiliating university, 20 out of 100 marks are assigned as Internal Marks and out of 20, 5 marks for Seminars and Group discussions. So, each department must organize Departmental Seminars or Group Discussions to award 5 marks as Internal Marks.

1. Departmental Seminar: Students must present a paper (using PPT) on the stipulated day announced by the departments which are conducted under the supervision of appointed faculty members and the IQAC, Coordinator.
2. Group Discussion: To organize Group Discussion (GD) students are divided into several groups and each group is given a topic to discuss on it. 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 groups, Facebook Page, Separate Classrooms for each class in Google Classroom, etc. of the Department to share the learning experiences and study materials with fellow students to enhance the learning experiences as well as to make it effective and interesting.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 95.98

2.4.1.1 **Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:**

2021-22	2020-21	2019-20	2018-19	2017-18
39	39	32	32	32

File Description	Document
Upload supporting document	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 28.14

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
13	10	8	8	8

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Assessment plays a pivotal role in the teaching-learning process linking the whole teaching-learning process to the learning objectives. Every assessment nurtures and becomes instrumental in judging the innate as well as the gained skills of every learner in the process of teaching and learning. Moreover, it also plays a role in promoting creative and critical thinking amongst learners and inspires them to think independently and concurrently, encourages the students to undertake considerable goals in their academic journey. Further, the college believes that the main objective of conducting the internal assessment is to facilitate students with planning and enhance the processes of students' learning. Internal assessments are conducted in the college as a strategy to measure the imparted knowledge, understanding, and skills attained by the learners.

To encourage the creative and analytical thinking of the students and to determine the students' comprehension, the college conducts unit tests, home assignments, and sessional examinations as a part of formal assessment. Teachers monitor the attendance of students, their responses to tutorials, interest in field projects, participation in seminars and group discussions, involvement in practical, participation in the classroom teaching-learning process, and timely submission of assignments, etc.

The Examination Committee of the college circulates rules and regulations of the examinations,

notifications, circulars, notices, and all other documents related to internal assessments received from the affiliating university. Under the guidance of the Vice Principal, the examination committee prepares routines for the sessional examination. The date and time of class tests, home assignments, practicals, sessional examinations, seminars, group discussions, etc. are fixed by the respective HoDs and are made known to the students well in advance through departmental notice boards and the Academic Calendar of the college. The sessional examinations are conducted as per the university guidelines.

Transparency of Internal Assessment at College Level: -

1. 2 (two) sessional examinations are conducted as per the pattern of university semester-end examinations to provide first-hand experience to the fresh students.
2. Marks are displayed on the departmental notice board.
3. Students' grievances related to internal assessment are redressed with transparency.
4. The students are allowed enough time and opportunities to interact with teachers to resolve their grievances.
5. Absentee students are allowed another chance to appear in the internal examinations.
6. Question papers are set as per the pattern of university semester-end examination 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. The college conducts two sessional examinations: 1st- after the completion of 50% of the syllabi and 2nd- after completion of the whole syllabi. Besides, the teachers conduct unit tests from time to time.
2. Presentation of Seminar (Individual) is mandatory.
3. Apart from that, all the departments conduct classroom discussions, discussions on models, and important questions and topics.
4. Home assignments are provided to the students.

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

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

The college cites the learning outcomes of the programmes and courses to teachers and 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 organized by the college authority at the commencement of the session. Then respective HoDs and faculty members of each department state the same in the classroom through lectures.

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

1. Hard Copy of syllabi and Learning Outcomes are made available in the departments for ready reference to the teachers and students.
2. The importance of the learning outcomes is communicated to teachers in every College Academic Committee meeting by the Coordinator, IQAC, and the Principal.
3. The students are also made aware of the same through induction programs and personal communication.
4. The overall pass percentage of the college is in **gradual progress from 69% in 2017-18 to 97% in 2021-22**.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2 Pass percentage of Students during last five years

Response: 77.87

2.6.2.1 **Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
230	270	172	152	158

2.6.2.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
231	285	283	242	220

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.61

File Description	Document
Upload database of all students on roll	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)*

Response: 14.99

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
1	.20	1	12.07	0.72

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

The institution has created an ecosystem for innovation and other initiatives for the creation and transfer of knowledge by establishing a Research Committee, Publication Cell, DBT Hub, Community College, Dramatic Society and Cine Club. Besides, the college has signed MoUs with various external agencies for creation and transfer of knowledge.

1. **Research Committee: -** The college has formed a Research Committee involving faculty members having experience in the field of research and who have research inclination from inside to motivate and support the faculty members in the field of research. It also provides the mechanism for submission of Minor and Major Research Proposals (MRPs) to various funding agencies like DRDO, DST, AICTE, DBT etc for Research Promotion Scheme (RPS) and other projects.
2. **Publication Cell: -** The Publication Cell provides a platform for teachers as well as students to showcase their skills in article writing, write-ups and other creative modes. The long-term vision of the publication cell is to publish books on various subjects and topics, create a repository of learning resources in the college and establish a renowned publishing unit. To date, the publication cell of the college has published **15 (fifteen) Books** on various subjects.
3. **Institutional Biotech Hub: -** The Institutional Biotech Hub has been established to popularize and promote people's awareness of Biotechnology. The Bio-Tech Hub of the college provides

instrumentation facilities to students, teachers and others to research in Biotechnology and other related fileds. It also organizes periodical workshops and training programmes for sensitization and exposure to Modern Biological Tools.

4. **Community College: -** The college established the Community College in the year 2015 under the scheme of the Planning Commission of India in the 12th Five Year Plan. Under the Community College Scheme, our college is approved to impart 1-year Diploma Course in Food Processing and later on B. Voc. with the assistance of UGC In Food Processing. The objectives of establishing the Community College are: -

    1. To provide career-oriented education to students so that students can directly enter and contribute to the workforce.
    2. To provide entrepreneurship skills, training, and education to students in particular and local communities and drop-out students in general.

5. **Dramatic Society: -** The Dramatics Society of L. T. K. College was formed on 21st September 2017. The objectives of the society are:

    1. to create awareness about theatre and its future prospects.
    2. to train and educate young enthusiastic students in the field of performing arts.
    3. to provide students with a common platform to express their skills and knowledge.

6. **Cine Club:** Cinema has been one of the greatest influencers in our life. Keeping in view the widespread and deep-rooted influences of good cinemas on human minds, especially on adolescents, our college has formed a Cine Club which arranges selected film shows for the teachers and students. Besides, it also arranges film shows on the adapted films which are prescribed in the syllabus. Thus, it provides a new learning experience for our students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2 *Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

Response: 32

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
21	8	1	1	1

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1 *Number of research papers published per teacher in the Journals on UGC care list during the last five years*

Response: 0.41

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
5	4	5	1	1

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.56

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
16	1	1	2	2

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

To inculcate a sense of involvement in nation-building activities, the students of the college are motivated to lend their hands to different social activities in the campus and in the neighbourhood areas. The college has formed Extension Activity Committee, Eco Club, Red Ribbon Club, and NSS and NCC unit to carry out such activities to sensitize students about social issues, for their holistic development and impact thereof. The prime objective of these committees and cells in the neighbourhood community is the development of sustainable livelihood through dissemination of current trends, innovation, and transformative actions and equipping the students with knowledge and skills to participate in the nation-building activity.

These Committees and Clubs have been organizing and participating in various extension activities in the college campus as well as in the neighbouring localities with the primary objective of sensitizing students about various social issues and the secondary objective of contributing to the communities and strengthening the communities' participation.

Foremost the college undertakes such activities through the Extension Activity Committee, NSS & NCC Units, and Red Ribbon Club. From time to time based on the need of the situation, the Extension Activity Committee and others organize various activities in the college as well as its vicinity. Some of the key initiatives of such programmes undertaken under extension activities of the college are Cleanliness Drive, Swachh Bharat Abhiyan, Blood Donation Camps, Free Eye Check-Up Camps, Health Awareness Camps, Free Health Check-Up Camps, Awareness Programmes on AIDS Prevention, Suicide prevention, etc. As a part of the Swachh Bharat mission, a cleanliness drive is carried out at regular intervals.

Besides, the college has adopted five villages under Unnat Bharat Abhiyan. Keeping in view the objectives of the Unnat Bharat Abhiyan, several awareness as well as action programmes, were conducted to create involvement in the Swachh Bharat mission. Several awareness programmes are conducted to sensitize the students as well as the inhabitants of the adopted villages about plastic-free India, Health and Hygiene, Digital India, Yoga, COVID protection, Environment, etc. Most of the programmes are conducted targeting cleanliness, green and eco-friendly atmosphere, sustainability, and improvement of livelihood through different action plans of the Swachh Bharat mission.The college has also carried out various activities under the banner of IIC,Bio Tech Hub and Fold Scope Project.

As a part of extension activities, the college has also conducted extension education programmes in the adopted villages as well as in the neighbouring schools. As a unique step, the college has extended its library services by establishing a library cell with more than 200 books at North Lakhimpur District jail. Under such extension education programmes special coaching classes, summer camps are conducted in the last five years. Besides, blood grouping and blood donation camps are organsed by Red Ribbon Club of the college.

N.B.: As a unique step, the college has extended its library services by establishing a Library Cell with more than 200 books at Lakhimpur District Jail.

Extension Activities of the last five years are uploaded in Additional Information.

File Description	Document
Upload Additional information	**View Document**
Provide Link for Additional information	**View Document**

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Since the inception of the college, it has been undertaking various extension activities particularly in the neighbouring areas of the college and in the five adopted villages under Unnar Bharat Abhiyan.

1. Institution Innovation Cell: - Under the Ministry of Education, Govt. of India, L.T.K. College has established the Institution Innovation Cell to encourage, inspire and nurture young students by supporting them to work with new ideas and transform them into prototypes while they are in formative years. Since the inception of the cell, it has been working to promote innovation in the Institution through multitudinous modes leading to an innovative eco-system in the campus.

N.B: - In recognition of the Establishment of Institution Innovation Cell, the Innovation Cell, Ministry of HRDC, Govt. of India has awarded One Star Recognition to L.T.K. College, Azad in the year 2018.

2. Environmental Activities: - Environmental issues are the most burning issues in the world today. To sensitize the students in particular and the public in general, the college undertakes several extension activities related to environmental issues. To raise awareness and describe the importance of a conducive environment, annually the college observes World Environment Day. It is celebrated annually by organizing by saplings plantation drive in the college campus as well as in the neighbouring areas. The college also organizes several Swachhta programme from time to time to spread environmental awareness by organizing cleanliness drives.

N.B: - In recognition of the Conservation of Nature and Environmental activities, the Regional Agricultural Research Station, Assam Agricultural University, North Lakhimpur, has issued a **Letter of Recognition to L.T.K. College, Azad,** in the year 2022.

In recognition of the protection and preservation of a conducive environment in the College campus through Eco Club, LTK College the Office of the Divisional Forest Officer, Lakhimpur District, has awarded a Letter of Recognition to L.T.K. College, Azad, in the year 2022.

3. Extension Education Programme: - To improve the quality of education in the schools located in the neighbouring areas as well as in the different parts of the district, the college has been organizing extension Education Programmes by conducting classes, organising popular talks and workshops by the college teachers.

N.B: - In recognition of the Extension Education Programmes, the Inspector of Schools, Lakhimpur

District Circle, North Lakhimpur has issued a **Letter of Appreciation to L.T.K. College, Azad,** in the year 2022.

4. **NSS: -** Since the establishment of the NSS unit of LTK College, it has been conducting several extension activities viz. Swachhta Programmes, Awareness Programmes, Cleanliness Drive, etc.

N.B: - In recognition of the Mega Special Camping Programmes organis by the NSS Unit, L.T.K. College, Dibrugarh University, Dibrugarh has issued a **Certificate of Appreciation to L.T.K. College, Azad,** in the year 2022.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3 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 organised in collaboration with industry, community and NGOs) during the last five years

Response: 34

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

2021-22	2020-21	2019-20	2018-19	2017-18
12	08	09	03	02

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.5 Collaboration

3.5.1 Number of MoUs, collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research and other academic activities during the last five years:

Response: 37

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

Adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computer equipments, etc. are the basic need of a college to fulfill the aspiration of the students and to achieve the vision of the college. So, the college ensures adequate availability and optimal utilization of available physical infrastructure. Up-to-dated and adequate infrastructure and physical facilities for teaching-learning enhance the competence of the students and expose them to face the changing world and global challenges.

At the beginning of each academic session, the authority holds a meeting with the Head of the Departments, College Construction Committee, Purchasing Committee, and the IQAC Coordinator. In the said meeting, the need for new infrastructure, replacement, up-gradation, addition, and renovation of the existing infrastructure is discussed. The heads of the departments, lab technicians, and system administrator after reviewing course requirements, computer-student ratio, budget constraints, working condition of the existing equipment, and also students' grievances place proposals in the meeting. Accordingly, replacement, up-gradation, renovation of old infrastructure, and addition of new infrastructure are carried out based on the suggestions from said meeting. The Academic committee plans and places all the requirements regarding classrooms, laboratories, furniture and other equipments in the meeting for follow up action.

L.T.K. College has 17.025 acres with a built-up area of 6303.34 sqm. The college has 15 separate departments, 6 (six) laboratories, one computer laboratory, a guest house with the hostel superintendent and the hostel care taker's residents, Indoor Sports Complex, 29 classrooms, 6 ICT enabled classrooms, separate Teachers' Common Room, separate Examination Committee Room, separate Boys' and Girls' Common Room, Central Library cum Museum, Institutional DBT HUB, One Conference Hall, Centres for Distance Education under Dibrugarh University and KKHSOU, one Boys' Hostel, one Girls' Hostel, Administrative Building, one Multi-Purpose Auditorium, Volleyball court, Physical Fitness Centre, Yoga Centre, Departmental Libraries, Book Bank, College Canteen, Union Body Room, etc.

L.T.K. College has sufficient number of classrooms to accommodate the teaching-learning process effectively. The college has installed Wi-fi in the college campus. The Central Library of the college has a wide range of collection of knowledge resources and information services, which fills the essential requirements of the students as well as of the teaching faculties. The Central Library has an NLIST subscription and other useful links for online resources. The library of the college is automated using SOUL 3.0 software, and it has digital library facilities. Besides, the college library has 2 kindles along with two archives namely 'Dr. Abdul Kalam Study Centre' and 'Dr. Bhupen Hazarika Archieve'. Recently, our college has created a separate Digital Library cum Institutional Repository for enhancing the resources of the college library.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 49.94

4.1.2.1 **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
21.4	64.0	29.2	43.8	14.3

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

The college has a central library and a museum in a separate two-story building of 313.5 sq. meters. It has a vast collection of textbooks, reference books, and other books with foreign, peer-reviewed journals and bound volumes of journals. The college has one Digital Library subscription viz. http://www.ltkcollegedigitallibrary.com/readbook/ and one DSpace (Digital Library cum Institutional Repository) viz. http://www.ltkcollege.digitallibrary.co.in/.

Library Automation: - Through library software, the library has created a database of its holdings. The library is partially automated with integrated library management software SOUL 3.0. Its various housekeeping activities such as data entry, issue and return, and renewal of books, member logins, etc. are done through the software. The library's Online Public Access Catalogue (OPAC) service, which is used by students and faculty members to search for books by Title, Author, Subject name, etc., is entirely automated. The online public access catalogue and the library software database are both regularly updated with the whole active book collection (OPAC).

Collections: - The collection includes over 22900 books, 4 journals, 5 magazines, 4 daily newspapers, 30

CDs. During the last five years, 5000 books were bought and added to its collection. The collection of books includes documents covering a wide range of subjects from English literature, pure sciences, arts, history and social sciences, languages, etc.

E-resources: - Apart from the printed books, the library is having access to e-resources of the N-List and is a member of the N-list consortium of the Information Library Network (INFLIBNET), and through this consortium, it offers teachers and students access to over 199500+ e-books and 6000+ e-journals with a computerized internet and reprography facility. Besides, teachers and students also can access to over 600000 e-books through NDLI.

Reading Spaces: -

The library has two separate well-furnished reading chambers for both boys and girls to accommodate 31 (thirty-one) students each at a time and it provides a conducive environment for study. It has a separate reading room for teaching staff with a seating capacity of 6 (six) at a time. Besides, it has two separate archives viz. 'Dr. A. P. J. Abdul Kalam Study Centre' and 'Dr. Bhupen Hazarika Archive' with a seating capacity of 2 (two) each. The library also has a separate reading space for journals and newspapers. Moreover, it has five separate seats for accessing digital library with internet facilities.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

At present time demand for internet access on educational campuses is increasing at a high rate due to evolving standard of education and flexibility offered by the Internet. Universities, colleges, other educational institutes, etc., are intensely stepping forward to set up secured and stable wired or Wi-Fi networks in and around the campus for the benefit of the students as well as the faculty members. As per the current market trend, most students like to carry smartphones, laptops, etc. with them to college campuses.

- Currently the college is providing BSNL dedicated internet line and BSNL ftth line and JIO Wi-fi Modem line and Jio wifi for internet connectivity. Students and college staff can avail free Wi-Fi facility on the college campus.
- The Wi-Fi connectivity is open access to all students and staff members of the college. All teaching staff members use the ICT facilities in the classrooms and laboratories, whenever needed.
- The different educational sites are shown to the students in the digital classrooms.
- The central library of the college is fully automated with internet facilities.

- Most of the official work is being done with the help of ICT. The college regularly upgrades the IT facilities available in the college.
- The college has 6 (six) digital classrooms 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 on a need basis by NewGen Technology, Lakhimpur, Assam.
- All the Internet Connectivity is checked partly by BSNL and JIO.
- The college has signed MoU with all the organizations for maintenance and up-gradation of ICT facilities and internet connectivity.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 16.47

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 53

File Description	Document
Upload supporting document	[View Document](#)

Other Upload Files	
1	[View Document](#)
2	[View Document](#)
3	[View Document](#)
4	[View Document](#)
5	[View Document](#)
6	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic

support facilities) excluding salary component during the last five years (INR in Lakhs)

Response: 7.75

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
10.7	4.32	0.35	4.49	6.94

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 72.24

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

2021-22	2020-21	2019-20	2018-19	2017-18
729	1066	355	616	495

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2 *Capacity building and skills enhancement initiatives taken by the institution include the following*

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 1.66

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	1	32	40

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document]()

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 16.7

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
47	41	27	25	24

5.2.1.2 **Number of outgoing students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
230	270	172	152	158

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 13.17

5.2.2.1 *Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
8	12	8	1	3

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

2021-22	2020-21	2019-20	2018-19	2017-18
56	66	43	38	40

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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 last five years

Response: 10

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at*

national/international level (award for a team event should be counted as one) year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	5	1	2

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 5.2

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
4	1	6	9	6

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

The Alumni Association of L.T.K. College was formed in the year 2000 and it is registered under the Society Registration Act., 1860 vide Registration No. RS/NLP/257/1/17 of 2022-2023. The Alumni association is formed to create better opportunities and an environment for the aspiring youths of the locality. The Alumni Association of the college acts as an interface for establishing a link between the alumni, staff, and current students of the college. Alumni of the college are currently working at various positions all over the state and proving their grit in all the spheres of management. The Alumni Association

of the college generally contributes through various means:

1. **Book Donation:** Contribution by donating Books.
2. **Alumni Interaction:** Alumni of L.T.K College 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. They extend their contributions and share their experiences and expertise in specific fields regarding skills, recent technologies & trends in the corporate world, application of knowledge, and corporate working culture.
3. **Placement & Career Guidance Assistance:** Alumni of the college are working in both organizations (govt. and non-govt. organizations) in various capacities. They keep the faculties and the coordinator of the Career Guidance and Placement Cell abreast of the available job opportunities. They act as resource persons and assist and guide the students to prepare for interviews, competitive exams, qualifying exams, etc. From time to time, they also share their experiences, expertise, and skills with students and motivate them to develop their careers in various domains.
4. **Alumni Meet:** L.T.K. College has a tradition of inviting alumni for the Annual Alumni Meet organized at the college annually. The objectives of the meeting are to provide a chance to reconnect the present students with the alumni of the college and also to provide a chance to alumni to reunite with their Alma mater and old friends, wherein they discuss the past, present, and future status of the college. They also analyze the areas where the college needs to improve and accordingly prepare proposals and submit the same to the authority. This is the best platform for networking and sharing new trends and current happenings in different sectors of the world. These inputs from the association help the administrator to mould the aspiring students.
5. **Institutional Social Responsibility:** Alumni Association in collaboration with different committees of the college organizes several social activities for the welfare of the society through Donations, Awareness Camps, Blood Donation Camps, Workshops, etc. in the college campus as well as in the vicinity. Such programmes help the students to understand their social responsibility.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

Being a college located in a rural and flood-affected area of the Lakhimpur district, it has emerged as one of the favoured destinations of higher education in the district, especially for the students seeking an undergraduate degree in the science stream. L.T.K College has recognized, strong, and committed institutional leadership with an established system of governance. Consequently, the college in recent times has transformed itself into a college of repute in the district with a few new programmes such as Diploma and B.Voc. Degree in Food Processing, Advance Diploma in Acting, Advance Diploma in Nursery Management etc. In addition to regular Under Graduate Course in Arts and Science Stream, the college also offers several UG and PG courses under Distance and Open Learning Mode of Dibrugarh University and KKHSOU. The leadership of the College through its new flagship programmes can attract fresh learners from the mainstream as well as from the rural vicinity.

Our Vision:

The vision of the college is to provide opportunities of higher education to the surrounding communities including ST, SC and other backward and deprived communities to bring them to an equal footing. The college has the vision to provide scope for holistic development of the students through such co-curricular activities as games and sports, music, cultural and literary activities and participation in social welfare schemes for building a strong foundation for the nation.

Our Mission:

The mission of the college is the progress of society both intellectually and economically through the dissemination and transmission of knowledge from generation to generation.

1. To shape the college as a model rural college of higher education.
2. To provide maximum modern infrastructural and academic opportunities to the students.
3. To impart higher education to the youths of economically weaker sections including those belonging to SC, ST, and OBC Communities.
4. To arrange additional remedial classes for the betterment of students so that they can compete with the students of advanced classes.
5. To promote awareness among the students about the socio-cultural traditions of national interest to strengthen the concept of national integrity and secularism.
6. To promote a scientific and humanistic approach toward life.
7. To take steps to introduce dynamic courses.
8. To impart organized training in games, sports, music, cultural and literary activities.
9. To emphasize research in unconventional areas of socio-economic issues among the teachers and students and develop their skills for meeting such issues.
10. To promote the concept of collective unity for the social and national interest.

The mission statement of the college defines the distinctive characteristics of the college. From the very inception of the college, it has been providing higher education to the socially, economically, and academically backward communities of the locality. 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 a sense of national integration, unity, and collectivity.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

Any college or institution may ensure that its action plan is in alignment with its vision and mission by having a clear organizational structure, capable planning, dynamic leadership, and decentralized management. The principal, who serves as the college's leader, manages the institution's academic administration through a number of recognized Committees and Bodies. The following organizational structure and decision-making procedures are established in accordance with the college rules and regulations for improving overall effectiveness and realizing its goal. The college has the following administrative committees and bodies:

Governing Body: The governing body is the highest authority in the institution and is accountable for overseeing all operations, including finances, appointments, promotion and improving the college's infrastructure. For each academic year, the Body decides, creates the policies, and considers the academic, budgetary and administrative initiatives. According to the institution's goal and vision statements, the committee directs the college in serving its stakeholders.

Academic Committee: The Principal, Vice-Principal, HoDs and three office personnels make up the academic committee. The Committee's major goal is to monitor and maintain educational standards, the teaching-learning process, teacher training programmes, inter-departmental collaboration and resources for supporting students. The committee's duties also include setting the parameters for the content of various programmes and courses, periodically evaluating and updating the material and introducing new programmes and courses of study such as add-ons, certifications, diploma programmes etc. It examines and updates the Add-on, Certificate, and Diploma course curricula before recommending it to the principal for approval by the affiliating university's academic council.

Examination Committee: The examination committee is in charge of overseeing all exams and related activities. All exams, including sessional exams, practical exams, university semester-end exams etc. are

administered under the committee's direction. The committee obtains the sessional examination question papers from the HoDs and prints them for the exams. Additionally, the committee obtains Internal Marks from HoDs and delivers them to the institution.

Appointment Procedure: The UGC and the Director of Higher Education in Assam have given guidelines for the appointment of new faculty members. The principal submits the list of vacant positions to the Governing Body (GB) for approval. Once the GB grants permission, the authority publishes the open positions list in reputed newspapers. Then, in accordance with the rules issued by the Director of Higher Education, Assam, the authority holds the interview and the name/names of the selected candidate/candidates are forwarded to the Director of Higher Education, Assam, after the approval of the Governing Body.

Promotional Procedure: On the Coordinator of IQAC's proposal, the Departmental Promotion Committee (DPC) conducts promotions for faculty members. Through the Coordinator, IQAC, the concerned teacher must submit an application for DPC along with a completed promotion proposal in API format. The Departmental Promotion Committee will receive the proposal after the Coordinator, IQAC, verifies all the appropriate documents. The DPC is held timely, during which the appropriate documents of the faculty members are checked and recommended to the Director of Higher Education, Assam, for promotion.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The college has effective welfare measures for both teaching and non-teaching staffs. The college makes

arrangements to avail all the schemes provided under the Government of Assam such as earned leave, maternity leave, medical leave, child care leave, leave on Overseas Project or Conference, Health Fund Scheme, permission to attend FDP such as Orientation Programmes and Refresher Courses, Short Term Courses etc. for the career development and progression of the teaching as well as non-teaching staffs. The college authority facilitates gratuity, pension, commutation of pension, earned leave encashment for the retiring employees. Besides, the teaching and non-teaching staffs can also avail the following benefits.

Financial Support:

1. Both the teaching and non-teaching staffs can avail of financial assistance from the authority to attend workshops, seminars and conferences both at the national and international levels.
2. The college authority sanctions a sum of Rs 5000/- to each department and deposits the same in the respective savings accounts of the departments for carrying out mini-research, field study and other departmental activities.
3. In case of emergency both the teaching and the non-teaching staffs can apply for advance payment.
4. The College has a Thrift Society named "L.T.K. College Sikshak Karmachari Sanchoi Nidhi" (LTKCSKSN) managed by the teaching staffs themselves. Any member of the Nidhi can avail of loans from the Nidhi at any time at a minimum rate of interest.
5. The college provides a cash incentive of Rs 2500/- to the faculty members who publish Research Papers/ Research articles in UGC Care Listed Journals or SCOPUS.

Infrastructure/Material Benefits:

1. Both teaching and non-teaching staffs can avail infrastructural/material benefits to organize meetings, conferences, workshops etc in the college campus.
2. The authority provides accommodation facilities to Hostel Superintendent, Hostel Caretaker and Night Cowkider inside the college premises.
3. All the necessary equipment is supplied to the domestic staff every year (such as torchlight, umbrella, etc.)
4. Teaching and non-teaching staffs of the college can avail free Wi-Fi facilities in the college campus.

Cater to Emotional and Physical Needs:

1. To meet the grievances of the teaching and non-teaching staffs, both teaching and non-teaching staffs select two members from the teaching staffs and one member from the non-teaching staffs as the representative for the Governing Body. These members place the grievances of the teaching and non-teaching staffs in the GB meeting for redressal.
2. The college authority organizes motivational and other such programmes from time to time to set teachers free from stress.
3. Both teaching and non-teaching staffs along with students can avail the Indoor games facility and gymnasium to keep themselves fit and to refresh physically and mentally.

Avenues for Career Development and Progression:

1. Annual orientation, workshops and popular and motivational talks are organized for teaching staffs at the beginning of every academic year.
2. Initiation and training programmes for the newly recruited staff.

3. Various training programmes such as item writing, research project etc. for teaching fraternity, training on Public Finance Management System, Ms-Office for non-teaching staff, and waste management, operating fire extinguisher training for domestic staffs are conducted from time to time.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 2.99

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	1	1	1

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 29.32

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
13	21	17	19	03

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
16	16	16	17	17

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Sources of funds are as follows: -

1. **Admission Fees:** Admission Fees charged as per the government norms from the students are received from the Govt. of Assam. The Govt. of Assam has waived the Admission Fees of students and sanctioned freeships to the students of families having an annual income less than Rs 200000/-.
2. **Salary Grant:** The employees of the college receive salary grants from the State Government and the UGC. For this purpose, the college prepares and submits an annual budget of the estimated salary grant requirement to the state government.
3. **UGC Grants:** Our College is recognized under 2F and 12B as per UGC Act and permanently Affiliated to Dibrugarh University. So, the college receives various grants from the UGC for development, maintenance of Infrastructure, up-gradation of Learning Resources, Research Activities, etc. (including grants for Minor and Major Research Projects).
4. **RUSA Grants:** The college has received grants under RUSA.
5. The college receives funds from Stakeholders, non-government bodies, individuals, alumni and philanthropists.

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

are as follows: -

1. For mobilization of funds and the optimal utilization of resources the college has formulated various committees viz.
    1. College Construction Committee
    2. College Purchasing Committee
    3. College Infrastructure Development Committee

4. RUSA Monitoring Committee as per the directions of the RUSA.

2. All these five Committees, in close coordination with the Coordinator, IQAC, monitor the mobilization of funds and makes sure that the funds are utilized as per the DPR submitted.

3. Purchasing of all the resources of the college is done under the guidance of The Purchasing Committee which also properly monitors the quality and market price of the items.

4. The College Infrastructure Development Committee reviews the mobilization of funds and also the utilization of these sources periodically in their meetings.

5. The College conducts regular internal and external audits by the appointed Charted Accountant and external auditors from the government to make sure that the mobilization and the optimal utilization of the resources are being carried out properly.

6. The Vice-Principal is in-charge of allocation of classrooms properly as per the class routine.

7. The Library Advisory Committee monitors the optimal utilization of the library regularly.

8. Two Orchidariums of the college are maintained by the Department of Botany.

9. Cleanness in and around the campus and its maintenance is monitored by the Green and Clean Campus Committee.

10. Optimum utilization of all the resources of the college is directly under the guidance of the Principal and he issues directions from time to time as per necessity.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

In 2005 IQAC of L.T.K. College was established with a vision of promoting and monitoring the progress and all-around development of the college. Besides, it aims to transform NAAC's vision into action. Since its establishment, the Cell has been undertaking all the necessary steps and making arrangements for periodic assessments and improvements of academic programmes It also 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 has successfully conducted an Academic Audit and Green Audit of the college for better SWOC analysis of the college as well as of each department. L.T.K. College always craves for all-around quality enhancement of the college as well as of the students and staffs through a persistent focus on various quality assurance strategies and processes, through its innovative, comprehensive, and flexible education policy. The Internal Quality Assurance Cell (IQAC) of the college undertakes activities that encompass all aspects of the Institutional functioning. This year the below-mentioned initiatives have been undertaken by the IQAC to contribute significantly to institutionalize the quality assurance strategies and processes.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)/ membership of international networks**
3. **Participation in NIRF**
4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

L.T.K. College maintains a strong ethical work culture that is observed through the highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, colour, creed, language, religion, political or another opinion, national or social origin, property, birth or social status. The unique work culture, healthy traditions and ethos of the college have led to the appointment of the employees as per the govt. roaster. Safety, security and well-being along with gender equity and a friendly working atmosphere are the spheres of vital importance in the college. Gender sensitivity is an essential value in the cultural ethos of the college and its neighbouring community.

The college has a very strong sense of obligation in identifying the expectation and aspirations of youths of the present generation and undertake goal-oriented measures to enrich the abilities and holistic skills of both boys and girls without any discrimination. The college at the same time guides its students in the right direction by sensitizing them on issues like gender issues, social harmony and tolerance.

1. **Safety and Social Security:** As initiatives for the promotion of gender equity, the college undertakes several steps from time to time. Since its inception, the college accords utmost priority to the safety and security of students and staffs. The college ensures a well-protected vigilant system so that students, especially girl students, can feel well secured and protected in and around the college campus to pursue their educational endeavours. In this regard, the college has undertaken innumerable initiatives to foster gender equality and gender sensitization programmes. As a part of such initiatives, the college has installed Close Circuit Cameras at key places in and around the campus for round-the-clock surveillance. The authority has constituted different committees to ensure safety and security such as Anti – Ragging Committee, Students Grievance Committee and Disciplinary Committee to provide quick redressal to the students. The Women Empowerment & Gender Equity Promotion Cell of the college organizes several talks, programmes, etc. at regular intervals by inviting advocates and personnels from concerned departments to create awareness among students on various crimes and the defense mechanisms against those crimes. Besides, the college also creates an environment to provide emotional security along with physical security. In this regard, the college provides counseling through mentoring students who are prone to depression and helps them to overcome such problems.
2. **Separate Common Room:** A separate common room with an attached washroom and other basic facilities is the primary requirement for girl students so that they can meet their basic personal day-to-day needs. As such the college has provided a spacious and separate Common Room for the girl students with an attached washroom and other basic facilities. Indoor games facilities such as carrom, chess etc. are made available to the girls in the common room.
3. #**Celebration of national and international commemorative days, events, and festivals during the last five years is enclosed.**

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2 The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: B. 3 of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The College plays an effective and vital role in providing an inclusive environment *i.e.* tolerance and harmony towards culture, regional, linguistic, communal, socio-economic and other diversities. In this regard, the college conducts several programs for providing an inclusive environment. Moreover, it has taken various initiatives for promoting tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities.

For the promotion of unity in diversity, the NSS Cell of the college organizes several programmes from

time to time. The programmes are organized to strengthen the bond between states and also to strengthen the unity and integrity of India, so that students can be sensitized regarding tolerance and harmony towards culture, regional, linguistic, communal, socio-economic and other diversities. Every year the NSS Cell of the college conducts Special Camps in nearby and remote villages for NSS volunteers. These camps are directed towards various social issues impacting the lives of the people in the community viz-a-viz including social and cultural values among the young students. The volunteers mainly undertake awareness generation activities about social issues. Such camps are conducted mainly in adopted villages under Unnat Bharat Abhiyan and also in other remote villages.

The College also organizes various cultural programmes to celebrate the cultural diversity of India. Students belonging to various religious and cultural backgrounds participate in such programs and present their religious or cultural folk songs and dances. These cultural events are specially organized by the Students' Union of the college on the occasions of Annual College Week and College Freshmen Social. Apart from the Annual College Week event organized by the Students Union of the college, the Union Body of different communities is also allowed to organize such programmes which are attended by all. To cater to the linguistic diversity, all competitions related to students like Essay Writing, Elocution, extempore speech etc. are conducted in two languages, namely Assamese and English. Even the college magazine is published in the two above-mentioned languages.

All the departments of the College conduct Popular Talks, Workshops and Outreach Programmes to promote communal harmony and tolerance in selected villages and also in the college campus.

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

Besides, flex boards on environmental awareness, social harmony, unity and values are displayed in the college campus.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

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

Response:

(A) Best practices-1

1. Title of the Practice: MENTORING

2. Objective:

1. To achieve the vision of the college viz. holistic development of the students on progressive lines.
2. To make the teaching-learning a continuous process for both the mentor and the mentee.
3. To establish the mentor as a role model and a facilitator for the mentee.
4. To support the mentees to overcome problems so that they can move ahead with courage in their personal and academic life.
5. To create a sociable relationship between the teachers and the students which will ensure responsible behaviour and discipline.

3. The context:

The college lacks an institutionalized system of mentoring, guidance and counselling for students aspiring for higher studies. Most of the students are from remote and flood-affected areas of the district and are first-generation learners which makes it imperative on the part of the college to provide proper mentoring *i.e.* guidance, counselling for holistic development of the students on academic, extra-curricular, co-curricular as well as on aesthetic lines.

4. The Practice:

1. In our college Mentoring is being done at the departmental level under the supervision and guidance of IQAC.
2. At the beginning of each session students are divided into groups of 10-20 students based on the departmental enrolment. Accordingly, mentors are assigned to each group of students.
3. The mentoring parameters are categorized into five aspects i.e., academic, attendance, extra-curricular, career and general.
4. The mentor has to collect all the details of the mentee's performances in terms of academic (class tests, sessional examinations, and semester-end exam), attendance records, submission of assignments in the stipulated time and filling-up of exam forms. The mentor also has to keep track of the mentees' personal life and their progression in co-curricular activities, discipline and career-related issues.
5. The mentor has to collect phone numbers, e-mail addresses, and home addresses in detail to create communication with them at a regular interval.
6. The practice of the mentoring system is evaluated by the Principal and the Coordinator of IQAC to ensure quality and efficiency in practice.
7. The mentor must redress the grievances of the mentees. In case of severe grievances he/she can forward them to the principal for necessary remedial actions.

5. Evidence of Success:

Since the introduction of mentoring system in the college, several improvements on the part of the mentees have been noticed. Mentees have become disciplined and punctual, their interaction and communication skills have improved to a great extent and improvement in students` attendance in classes as well as in examinations is well perceived. Above all their outlook and attitude toward life have changed. Besides, it has created a sociable relationship between the teachers and the students and as a result a congenial atmosphere prevails in the classroom as well as in the college campus.

6. Problems encountered and resources required:

1. The diversity in students' backgrounds, upbringing and their geographical backwardness.

2. Most of the students lack basic art of effective articulation. Most of them suffer from introversion and have indifferent attitude, etc.

3. Lack of seriousness towards studies and lack of parents' awareness and expectation about their wards' academic career.

4. Lack of adequate materials for general, career and professional-related guidance. This is due to the financial constraints faced by the authority as the college is dependent on grants.

(B) Best practices-2

1. Title of the Practice: DIGITALIZATION OF THE COLLEGE

2. Objective:

1. To achieve the mission of the college viz. to provide maximum modern infrastructural and academic opportunities to the students.
2. To make the teaching-learning a new and innovative experience.
3. To make documentation process, admission process, registration process, and examination form fill-up of the college easy and convenient process for students.
4. To make the library user-friendly and a treasure of information wherefrom students can learn at their convenience.
5. To make Students' attendance a transparent process.
6. To make the Students' Election a transparent process.
7. To make students aware of Digi-locker.

3. The context:

The college is situated in an economically backward and rural area of the Lakhimpur district. It is hoped that the Digitalization of the College will help and assist the students in a better way. Digitalization of the college library will help the students to learn from anywhere at their convenience with the available digital formats. Integration of digital technology in the teaching-learning process provides new and innovative teaching-learning experiences to both the students and the teachers. At the same time, it has also accelerated the teaching-learning process of the college.

4. The Practice:

1. In recent times, the teachers of the college are shifting from traditional to digital modes of teaching so that students can have a new and innovative teaching-learning experience.
2. Admission process, registration process and examination form fill-up process of the college have been upgraded to online mode.
3. The college has a digital library which has been started to make access to digital resources easy for students and staffs. Continuous up gradation of digital materials including question papers of both university end semester and sessional examinations is done at regular intervals including study materials.
4. The college uses the 'Class O Clock' App for taking attendance of students and the students can also verify by registering into it.
5. A Voting Software has been developed to conduct the students' election, which is convenient and secure.
6. The students now-a-days submit all their authentic and necessary documents through Digi-locker as

the college authority has made it mandatory to use Digi-locker.

7. The college has signed MoUs with various agencies for the maintenance of all the Digitalized processes.

Evidence of Success:

Due to the digitalization of the college library, the number of visitors/users of library resources have comparatively increased in recent years. Students` attendance in class and other academic activities has improved since the introduction of the Online Attendance App. Since the introduction of Online Election Software grievances regarding Students` election has declined in recent years.

5. Problems encountered and resources required:

1. Students lack basic knowledge of using computers and digitalized facilities available in the college.
2. Lack of funds for the maintenance and up-gradation of ICT facilities of the college.
3. Frequent breakdown of electricity.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

1. The performance of the institution in one area is distinctive to its vision: The college is a co-educational institution situated in an economically backward and rural area of the Lakhimpur district. The college offers undergraduate programmes both in Arts and Science streams to the aspiring youths of the district. All the fifteen departments offer honours courses. Besides, the college also offers Vocational Course (B.Voc.) in Food Processing under the Community College Scheme of UGC, Advance Diploma in Acting, Certificate Course in Nursery Management. Recently, all the departments have started 22 (twenty-two) Add-on courses approved by Dibrugarh University to enhance the students' learning experiences. Every year a large number of rural students (Girls and Boys) take admission in different courses offered by the college and the college makes sure to provide all the basic need-based facilities to students as per the direction of the University and the State Government. The College always aspires to help poor and needy students so that they can overcome their academic hurdles. As an initiative the college has established a BOOK BANK wherefrom poor and needy students can avail free books every year. The college also undertakes several initiatives to sensitize the students about gender equity, energy conservation measures, inclusiveness, human values, etc. Keeping all these in view, the college organizes several programmes such as lectures, popular talks, workshops, seminars, sports competitions, activities under NSS and NCC units. The Extension Activity Committee of the college holds extension activities in the college campus as well as in the local areas. The college always ensures the participation of the students as well as of the local people in

such programmes so that they can be sensitized about such issues. Besides, the local people are allowed to use all the available facilities of the college such as the playground for running, walking, and sports activities for their physical development, the college auditorium for cultural activities and conferences, etc. Therefore, it can be said that the college provides quality education and opportunities to students as well as to local people for their intellectual and emotional growth through different programmes which are relevant and responsive to the needs of the rural and educationally backward society of this region of the state.

2. The performance of the institution in one area is distinctive. The college gives priority to promoting education to poor students of rural backgrounds. The students of the locality can not afford their education in the urban colleges owing to their economic paucity and proper conveyance. So, our college provides an academic environment to those aspiring students in a rural area so that they can move ahead in their academic endeavours. Keeping holistic development of the students in view, the college encourages them to participate in extracurricular activities (NSS,NCC, cultural, literary, and sports) so that they can cope up with the students of the mainstream. Besides, the college also organizes several talks, seminars, workshops, etc., to apprise students of the burning national and international issues.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

The institution always strives hard to enhance its programmes and enrich its curriculum so that students may learn in a healthier atmosphere. As a result, the institution has currently introduced 22 (twenty-two) Add-on courses that have been approved by Dibrugarh University. Additionally, it has signed Memorandums of Understandings (MoUs) with several organizations and institutions to improve student teaching-learning experiences and conduct faculty and student exchange programmes. The institution also has plans to provide M.A. programmes, specifically in Assamese. In 2017-2018 the pass % of the college was 69.82 % in B. A and 74.03 % in B. Sc respectively which is steadily improving to 98.97% in the B.A. and 100% in the B.Sc. in 2020–2021. In recent times students are also doing well in their extra-curricular activities. 12 cadets of the girls' NCC wing of the college have received "C" certificates to date. Most recently, Miss Asharani Nath, one of our cadets, received the 2nd Best Cadet award from the Group Commander, Tezpur Headquarter.

FACILITIES: -

1. The college is constructing a new science building with RUSA grants to provide spacious laboratories and classrooms.

2. On the playground, construction of a pavilion and two green galleries is underway to provide seating areas.

3. Construction of a modern volleyball court with flashlights is underway to provide playing facilities for both day and night competitions.

Concluding Remarks :

Although L.T.K. College is located in a rural and flood-affected area it has been striving to provide quality education to the aspiring youths of the district since its inception. In recent times, the college has successfully established itself as one of the prime institutions in the district. With a view to providing a conducive learning environment, the college continuously upgrades its infrastructures and other facilities. Besides, the college authority in collaboration with the IQAC conducts several workshops, webinars, popular talks, FDPs etc. to improve the potential of the teaching as well as of the non-teaching staffs. It has also been trying to enrich the curriculum by introducing several add-on, value added and certificate courses.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
2.1.2	**Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the last five years (Exclusive of supernumerary seats)** 2.1.2.1. *Number of actual students admitted from the reserved categories year - wise during the last five years* Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
194	183	176	175	155 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
353	399	277	293	334 | 2.1.2.2. **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years** Answer before DVV Verification: | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
209	198	188	188	168 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
530	495	515	470	420	 Remark : DVV has made the changes as per shared report of actual students admitted from the reserved categories by HEI.
3.1.1	*Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)* 3.1.1.1. **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)** Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
0	.20	0	12.07	0.72 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---	

1	.20	1	12.07	0.72

Remark : DVV has given the input 1 instead of 0.

3.3.1	*Number of research papers published per teacher in the Journals on UGC care list during the last five years*

3.3.1.1. **Number of research papers in the Journals notified on UGC CARE year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
5	4	5	0	1

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
5	4	5	1	1

Remark : DVV has given the input 1 instead of 0.

3.4.3	**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 organised in collaboration with industry, community and NGOs) during the last five years**

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
18	14	14	8	6

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
12	08	09	03	02

Remark : DVV has excluded days activities.

4.4.1	**Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)**

4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years**

(INR in lakhs)

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
10.7	91.4	6.3	6.7	58.1

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
10.7	4.32	0.35	4.49	6.94

Remark : DVV has made the changes as per shared report of Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary (4.12) by HEI.

| 5.1.3 | **Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years**

5.1.3.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**
Answer before DVV Verification:

| 2021-22 | 2020-21 | 2019-20 | 2018-19 | 2017-18 |
\|---\|---\|---\|---\|---\|
| 0 | 0 | 0 | 32 | 40 |

Answer After DVV Verification :

| 2021-22 | 2020-21 | 2019-20 | 2018-19 | 2017-18 |
\|---\|---\|---\|---\|---\|
1	1	1	32	40 | Remark : DVV has given the input 1 instead of 0.

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

5.1.3.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	32	40

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	1	32	40

Remark : DVV has given the input 1 instead of 0.

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 last five years

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1	0	5	1	2

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18

| 1 | 1 | 5 | 1 | 2 |

Remark : DVV has given the input 1 instead of 0.

| 5.3.2 | **Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**
Answer before DVV Verification:

{table1}

Answer After DVV Verification :

{table2}

Remark : DVV has given the input 1 instead of 0. |

{table1}:

2021-22	2020-21	2019-20	2018-19	2017-18
4	0	6	9	6

{table2}:

2021-22	2020-21	2019-20	2018-19	2017-18
4	1	6	9	6

| 6.3.2 | **Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

6.3.2.1. **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**
Answer before DVV Verification:

{table3}

Answer After DVV Verification :

{table4}

Remark : DVV has given the input 1 instead of 0. |

{table3}:

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	1	0

{table4}:

2021-22	2020-21	2019-20	2018-19	2017-18
1	1	1	1	1

| 7.1.2 | **The Institution has facilities and initiatives for**

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment** |

Answer before DVV Verification : A. 4 or All of the above

Answer After DVV Verification: B. 3 of the above

Remark : DVV has made the changes as per shared report by HEI.

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations