



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

LAKHIMPUR GIRLS' COLLEGE

KHELMATI, P.O. KHELMATI

787031

lgcollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

July 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

1. Introduction:

Lakhimpur Girls' College, established on 16th August 1972, is one of the first and foremost institutions of higher education for women on the north bank of river Brahmaputra. A brainchild of the higher education loving people of North Lakhimpur, the college was originally named North Lakhimpur Girls' College. However, the college was rechristened on 17th May 1975 as Lakhimpur Girls' College representing its desire to offer higher education for women. It has been maintaining consistently high academic standard since its inception.

The college was recognized under sections 2(f) and 12 (A) of UGC on 30.12.1978 and 05.07.1984 respectively. The permanent affiliation for both Arts and Science streams was accorded to college on 12th September 2017 by Dibrugarh University. It was brought under provincialized system of the Government of Assam in December 2005 paving the way for direct control of the state government in matters of services rules of the employees.

Lakhimpur Girls' College was accorded with 'B+' grade by NAAC on 16th September 2004 in its first cycle of accreditation. College was re-accredited with a grade 'A' in 2014.

Vision

To Impart quality education for building a strong foundation of the nation by preparing the women for a world of quest, ambition and excellence.

Mission

- Create a healthy academic environment for promotion of quality education.
- Develop a pool of highly educated women who are not only competent in facing the present but also in shaping the future.
- Set an ideal standard for achieving excellence in the fields of teaching and research.
- Build competitive infrastructure to attract students, teachers, and researchers seeking to transform dreams into reality.
- Promote innovations in planning, teaching, and evaluation to achieve higher scales of perfection.
- Make higher education a part of the social environment through community participation and sustainable development.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The enrollment of faculty members and Students from diverse socioeconomic and cultural backgrounds

is the strength of the college.

- Availability of adequate Infrastructural facility.
- Geographical advantage (located in urban area).
- Prevalence or rich collegiality.
- Good eco-system.
- Alumnae strength and contribution is encouraging.
- College organizes several extension activities and outreach programmes on life skills, women's health and community services.
- Transparency and efficiency in administrative and academic processes of the college are enabled by e-governance.
- Institution is successful in accommodating the beautiful cultural diversity of the state.
- The institution preserves the rich cultural heritage of the nation through various cultural programmes and observation of various regional and national festivals.

Institutional Weakness

- Vocational courses require to be augmented.
- Linkages and collaborations with institutions are in the nascent stage.
- Research guideship for eligible faculty is yet to be optimized.
- Campus Placement is in the budding stage.

Institutional Opportunity

- To implement NEP-2020 and address its ramifications/offshoots.
- Scope of introducing integrated B.Ed. course.
- Expansion of ICT-enabled Classrooms.
- Faculty members be encouraged to get involved with more research projects.
- Library services be suitably upgraded.
- Introduction of PG courses in departments.

Institutional Challenge

- Generation of revenue through self-finance programmes.
- Expansion of college campus and procurement of land for the college is a challenge.
- Enrolment in a few departments is a cause of concern as there are hardly any feeding institutions nearby.
- Reaching all the students through online classes during the crisis (e.g., COVID-19 pandemic) as majority of the students cannot afford.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- The Dibrugarh University designs curriculum for its affiliated colleges. As Lakhimpur Girls' College is under the university, hence the college only implements the prescribed curriculum. However, as far as

Add-On course is concerned, the college designs and implements the curriculum by itself.

- The College enjoys autonomy concerning the implementation of the curriculum. Curriculum implementation includes lectures, seminars, practicals, group discussions, project reports, field studies and so on. Every department arranges remedial classes to improve and rectify the problems of the students, specially for the slow learners.
- The departments having project works ensure 100% implementation.
- The college maintains students' list and enrollment numbers as per the admission.
- Academic Council meetings are called on to assess the progress of the curriculum covered and on the basis of it decisions are made for smooth completion of the curriculum.
- Every year the college organizes college week and other programmes like art competitions, quiz competitions, debate competition etc., as co-curricular activities for the comprehensive development of the students.
- The college has also started a mentorship system since 2018-19 and the responsibilities for the system have been given to each department.
- The evaluation process of every department includes sessional examinations, assignments, seminars, project reports, practical works, field study etc.
- The department without project works and field studies in their prescribed syllabus also take initiatives to familiarize the students with various research prospects.
- The college takes initiatives to deal with issues of professional ethics, gender, human values, environment and sustainability.
- The National Service Scheme (NSS) unit of the college often takes different initiatives related to human values, gender issues, environment and sustainability.
- The cadets of NCC often participate in various social and environment-related activities, such as cleanliness programmes, women empowerment, hygiene and sanitation programmes.
- The Women's cell of the college often organizes various awareness programmes regarding gender related issues, entrepreneurship development, community development etc.
- The institution also has an Eco-Club which works in promoting environmental awareness and sustainable use of resources.

Teaching-learning and Evaluation

The Teaching-Learning and evaluation system of the institution are briefly summarized as below:

- The enrolment of students into the institution is done as per the Government Reservation Policy which ensures transparency and opportunity to all categories.
- The average enrolment in the past five years as per data is **88.49%** against sanctioned capacity.
- Reserved seats are filled as per the Government Policy.
- The institution assesses the learning levels of the students from the beginning of their enrolment.
 - For Advanced Learners: Career Counseling, Group Discussion, Project works, extended use of Library, etc. are applied.
 - For Slow Learners: Remedial classes and mentoring by mentors are arranged.
- The institution has a Teacher-Student ratio of **29:1**.
- The faculty members of the institution adopt experiential, participative learning and problem-solving methods.
- Majority of the faculty uses ICT tools for imparting knowledge to the students. Softwares like Matlab, Wordsworth, etc. are used to enhance and ease the teaching-learning experience.
- Under the initiatives of IQAC and Stress Management Cell, the faculty members counsel the students

for all round development.

- The college has a total strength of **57** (fifty-seven) faculties out of which **four** members have retired recently. **16** (sixteen) faculties have been awarded PhD.
- The average teaching experience of faculty members in the institution for the last completed academic year (in number) is **16 years** (approx.)
- The internal assessment mechanism of the institution is transparent and robust.
- Although the institution hardly receives grievances related to internal examination, willing students or parent can seek a reexamination.
- Programme and Course outcome are properly stated and displayed in the College website. Admitted students and faculty members are reminded frequently of the said outcomes through their respective department.
- The institution ensures the attainment of POs, PSOs and COs and measures their level of attainment through students' behavioural changes toward social interactions, internal assessment, End Semester result, enrolment into higher education, etc.
- The average pass percentage of students' during the last five years is **77.11%**.
- The college collects feedback from its students and alumnae every year.

Research, Innovations and Extension

The institution has made the following advancements in research, innovation, and extension:

- The college has a mission to make the campus an environment embedded in research. Research activities of the college are guided by the Research Council.
- Total 4 (four) **Major** and 15 (fifteen) **Minor Research Projects** worth of Rs. 43.94 Lakhs were carried out by the faculty members.
- **2** (Two) Faculty members of the college are recognized as **Research Guides**. Out of 6 registered research scholars, 4 have been **awarded PhD**.
- The college publishes a Journal of Humanities and Social Sciences named '**KANCHIOLI**' ISSN: 2583-0740 to promote scholarly articles and research findings.
- A Total of **45** numbers of **Research Papers** have been published in Scopus indexed/ Care Listed/ UGC Approved and other Peer-reviewed journals during the assessment period.
- **8 Books and 32 Book Chapters** have been contributed by the faculty members during the last five years.
- **22 Workshops/ Symposium/ Seminar/ Webinars** have been conducted by the institution.
- Out of total **18** full-time faculty members **with Ph.D**, 5 members have been awarded Ph.D. during the assessment period. In addition to that, 7 faculty members are currently pursuing Ph.D.
- The institution has organized **23 Faculty exchange, Student exchange, Internship, Field trip, On-the-job training programmes** in collaboration with different government and non-government agencies during the last five years.
- **As Institutional Social Responsibility Initiatives, total 75 extension and outreach programmes** were conducted by the institution through NCC, NSS, Eco Club, Red-Ribbon Club, Women's Cell and various departments in collaboration with different Government and Non-Government bodies.
- The college has also **adopted 5 villages under Unnat Bharat Abhiyan** with an objective of connecting higher education institutions with local communities to address the developmental challenges through appropriate technologies.
- In recognition for extension services, the institution **receives awards and recognitions** from government and non-government bodies.

- The college has **13 functional MoUs** with different government institutions and other Non-governmental bodies.

Infrastructure and Learning Resources

Lakhimpur Girls' College has an area of **16591.2 sq. meter** with a build-up area of **4718.3 sq. meter** with facilities for academic development, sports facilities and also cultural activities.

- It has **39 classroom** arrangements for the smooth conduction of classes.
- It has **6 smart classrooms** with provision for LCD facilities, and projector to facilitate teaching and learning process.
- There are two computer laboratories with **35 computers** to facilitate the students to carry out various scientific and innovative experiences. The College has 10 laboratories in Science stream. There is a language laboratory with **21 computers** for students of the English Department to conduct various activities to enhance their linguistic knowledge.
- The College library has about **16463 text books, 4401 reference books**, and subscription of about **18 journals, 10 local** and **2 national** newspapers as in the year 2021-2022. It offers access to CD-ROM databases, e-mail, and the Internet. It has an N-LIST subscription since **2019-20** and has access to 3 Lakhs eBooks and 6000 e-Journals.
- The Digital Library is maintained with computerized data-filling system called D Space. The Library is also updated with **SOUL, version 2.0**.
- The College has two lecture halls and a conference hall.
- The College has **100 Computers, 16 Printers, 10 Projectors** and **1 Fax Machine**. It also has **4 Xerox machines and 4 generators** for uninterrupted power supply.
- The College has **a playground** with an area of **3200 sq. mts., an indoor stadium, gymnasium** and a **yoga center** for the holistic development of the students.
- The College provides required facilities for the cultural and literary development of the students.
- The Campus has internet connection with Wi-Fi facility available in the Principal's chamber, IQAC office, library, language laboratory, Mathematics laboratory and few classrooms.
- "**Class O'Clock**" an online application is used for maintaining the attendance records of students.
- Certain committees are formed for monitoring and maintenance of the infrastructure, library, sports facilities and IT facilities.
- The College has a Health Care Unit to provide necessary first aid treatment to the Students during college hours.
- The College provides Academic support to the students by conducting tutorial sessions and remedial classes.

Student Support and Progression

Lakhimpur Girls' College fosters an environment conducive to the young girls' multifaceted growth, advancement and career enhancement. A constant effort is made to offer a carefully thought-out support system for the students' welfare.

- Lakhimpur Girls' College has created a fabric of social inclusion and empowerment, through student-centric financial incentives and welfare measures.
- College provides several scholarships in addition to the government freeships available to the students.

The college has a scheme called the Student-Aid-Fund to support marginalized students in continuation of education.

- On an average 41.39% of the students get scholarships and free ships from the government and 1.34% meritorious students availed scholarships from non-government agencies during the assessment period.
- The number of students who have progressed to higher studies after graduation during the assessment period is 135 (32.72%).
- Students of the institution receives training in soft skills, communication skills and life skills. Impetus is given for Yoga, Meditation, Physical Fitness, Health, and Hygiene.
- Lakhimpur Girls' College has active students' grievance redressal mechanisms that help them seek redressal for complaints, including those about sexual harassment and ragging. College adopts zero tolerance towards Ragging.
- During the assessment period, 72.92% of students of the college who appeared in different competitive Examinations have qualified in State, National and International level Examinations.
- The students of the college have brought laurel through their achievements in different fields. A World's Record in Yoga, India Book of Records, and Assam Book of Records in art and culture, medals at University Youth Festivals are most notable.
- The college has a Students' Union which is guided by their constitution. The members of the Union body are incorporated into various cells and committees of the college.
- Students' Union organizes and celebrates various local and national and international festivals, commemorative days, birth and death anniversaries of eminent personalities.
- Lakhimpur Girls' College Alumnae Association is a non-profit making society registered under the Societies Registration Act XXI of 1860 (Regn. No. RS/NLP/257/I/18 of 2022-2023). The Alumnae Association is continuously working for the upliftment of the college by offering financial and other support services to the institution continuously. The college has received above 500000 (Five Lakhs) from alumnae for various developmental works.

Governance, Leadership and Management

The governance of the institution is oriented towards democratic and participative values for its development.

- The management is reflective of the vision and mission of the college.
- Decentralization and participative management help in the smooth functioning of the administration, academics and finance. Proper execution of plans and programs is complemented by student's support system, an integral part of the management.
- The organogram of the institution is designed systematically for effective administrative, academic and participative management.
- Institutional perspective plan (2016-2025) encompassing ten major areas are successfully deployed.
- Implementation of e-governance in administration, finance, admission process, examination, records of results and teaching-learning process.
- Cells and committees are assigned with duties which are monitored by the IQAC thereby leading to the effectiveness of the same.
- The college provides financial assistance to teachers for attending various conferences and workshops.
- The teachers are provided with well-furnished common room, library with reading room facility, ICT enabled classroom as well as leaves for various career advancement programmes. Financial support is provided to teaching as well as non-teaching staff during medical emergencies and loans from the welfare funds run by the faculty members.
- Professional development programmes are organized for teaching as well as non-teaching staff now and

then.

- In the last five years, a total number of 55 FDPs and 38 Orientation/Refresher Courses have been attended by the faculty members.
- The college has a performance appraisal system monitored by the IQAC.
- External and internal audits are conducted regularly.
- Mobilization and utilization of funds from internal and external sources are carried out with proper budgetary allocation.
- **The Internal Quality Assurance Cell (IQAC)** identifies plans, executes and monitors the parameters of qualities such as curriculum, teaching-learning, examination and evaluation, research, extension activities, infrastructure, governance etc. The cell adopts mentorship program and strives for participation in various assessment processes in order to ensure competency in the academic sphere.
- The IQAC organizes regular meetings and keeps records of various programmes and measures undertaken.
- The IQAC takes initiatives in the fulfillment of the Post accreditation quality initiatives and monitors the implementation of the various measures undertaken.

Institutional Values and Best Practices

- Several initiatives have been taken for the promotion and implementation of gender equity and gender sensitization. Facilities like Day Care Center and focus on mental health has been prioritized.
- The college has CCTVs installed for security and surveillance purposes.
- The college has implemented energy conservation measures like the use of solar energy and the use of power efficient equipment.
- The college has signed agreements with agencies for waste management.
- Three rainwater harvesting tanks are installed in the college and college hostel. The water harvested is then used for the maintenance of green-scaping.
- Water conservation facilities like water tanks are present in the college as well as the college hostel.
- Two compost pits are used for the disposal of biodegradable wastes of the college.
- Ten soak pits are located in the college premise and the hostel campus.
- One solid-waste incinerator is located in the hostel premise.
- The members of the college use greener modes of transportation like bicycles and battery-operated public transports.
- The college bans the use of plastic and therefore remains a plastic-free campus.
- Green-scaping and the natural landscape of the college are maintained.
- Quality audits like Green Audits, Energy Audits, and Environment Audits are undertaken.
- The institution has a disabled-friendly and barrier-free environment with ramps and accessible washrooms.
- All the members and stakeholders of the college adhere to the code of conduct, which is monitored by the Disciplinary Action Committee.
- The college conducts various activities for the students which inculcate values for being responsible citizens which is reflective of their Constitutional responsibilities.
- The Institution organizes various national and international commemorative days, events and festivals, which are also reflected in the academic calendar of the college and the Holidays issued by the Government of Assam.
- The college has institutionalized two best practices: **Life Skills and Women Health** and **Community Service**. Under these practices, several programmes and initiatives have been undertaken.
- Being a women-oriented institution, the college's distinctiveness is defined by its thrust towards the

field of **Women Empowerment.**

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	LAKHIMPUR GIRLS' COLLEGE
Address	Khelmati, P.O. Khelmati
City	North Lakhimpur
State	Assam
Pin	787031
Website	lgcollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Surajit Bhuyan	03752-295014	9435086064	-	lgcollege72@rediffmail.com
IQAC / CIQA coordinator	Kalidash Brahma	-	7086670293	-	kalidashbrahma@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	16-08-1972

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Assam	Dibrugarh University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	30-12-1978	View Document
12B of UGC	05-07-1984	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				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
--	----

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	Khelmati, P.O. Khelmati	Urban	4.1	1.17

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	BSc,Anthropology	36	Higher Secondary	English,Assamese	20	17
UG	BA,Assamese	36	Higher Secondary	Assamese	40	37
UG	BSc,Botany	36	Higher Secondary	English,Assamese	53	53
UG	BSc,Chemistry	36	Higher Secondary	English,Assamese	40	28
UG	BA,Economics	36	Higher Secondary	English,Assamese	30	19
UG	BA,Education	36	Higher Secondary	English,Assamese	52	52
UG	BA,English	36	Higher Secondary	English	40	30
UG	BSc,Geography	36	Higher Secondary	English,Assamese	25	20
UG	BA,Hindi	36	Higher Secondary	Hindi,Assamese	40	39
UG	BA,History	36	Higher Secondary	English,Assamese	52	52
UG	BA,Home Science	36	Higher Secondary	English,Assamese	30	25
UG	BSc,Mathematics	36	Higher Secondary	English,Assamese	30	11
UG	BA,Philosophy	36	Higher Secondary	English,Assamese	50	50
UG	BSc,Physics	36	Higher Secondary	English,Assamese	30	9
UG	BA,Political Science	36	Higher Secondary	English,Assamese	54	54

UG	BSc,Zoology	36	Higher Secondary	English,Assamese	50	50
PG	MSc,Home Science	36	Higher Secondary	English	15	15

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				21				36			
Recruited	0	0	0	0	14	7	0	21	17	14	0	31
Yet to Recruit	0				0				5			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				2			
Recruited	0	0	0	0	0	0	0	0	0	2	0	2
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				24
Recruited	14	3	0	17
Yet to Recruit				7
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	1	0	0	0	0	0	1
Ph.D.	0	0	0	1	3	0	6	2	0	12
M.Phil.	0	0	0	2	1	0	4	5	0	12
PG	0	0	0	8	3	0	7	7	0	25
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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	1	0	1
PG	0	0	0	0	0	0	1	18	0	19
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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

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

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	0	0	0	0	0
	Female	1592	13	0	0	1605
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	24	0	0	0	24
	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	0	0	0	0
	Female	18	22	28	21
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	45	41	57	45
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	91	74	85	41
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	48	42	47	48
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	388	348	331	331
	Others	0	0	0	0
Total		590	527	548	486

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>In accordance with the provision of the NEP Lakhimpur Girls' College shall aim to become a multidisciplinary institution, forming a cluster with three nearby colleges. Lakhimpur Girls' College further aims at acquiring autonomy in the matter of awarding degrees. In the curricula there will be provisions for interdisciplinary courses for different categories of learners. Lakhimpur Girls' College has some advantages for multidisciplinary approach as it has two streams- Arts and Science. This approach reflects in meticulous selection of the subject combinations within the limited flexibility of the existing situation. This approach is enlarged by the faculty exchange programmes like inter-college and</p>
--	---

	<p>inter-departmental exchange. Knowledge enhancing programmes in various areas such as yoga, drama, self defence etc. are organized for all round holistic development of students. “Learning by doing” approach is highly encouraged by undertaking some experimental learning models like Field Work, Project Work, Art & Craft training, Extension activities etc.</p>
2. Academic bank of credits (ABC):	<p>The institutional preparedness in the implementation of Academic Bank of Credits depends upon the guidelines of the UGC and Higher Education Department. For this purpose, a centralised database along with the database of the college is to be established to store digitally the academic credits earned by students from various courses, so that the credits earned by students be forwarded when they enter into the program again. For maintaining ABC, college is developing a strong technical support system. At present, Lakhimpur Girls’ College is affiliated to Dibrugarh University and it has no provision to register for Academic Bank of Credits individually. Dibrugarh University has already registered in the ABC.</p>
3. Skill development:	<p>The present curricula for the degree courses (CBCS) contain different Skill Enhancement Courses in the 3rd and 4th semesters. Students can choose from a list of approved courses. The college is also running four UGC-sponsored Career Oriented Courses since last few years. In the current session, the college prepares to start Eight Add-on courses which have been approved by Dibrugarh University. The college has been offering PG course in Home Science from the session 2015-2016. This course was designed with an objective to promote diverse fields of vocation along with the prospect of entrepreneurship. The vibrant internship programmes of the PG Home Science programme act as catalysts for skill development. To enhance the teaching skill, college aims to start integrated B.Ed. course and as the first step, the college has got the NOC from the Government of Assam and awaits the approval of National Council for Teacher Education (NCTE). Lakhimpur Girls’ College has active NSS and NCC units, which sensitize and immensely activate the skills of the learners.</p>
4. Appropriate integration of Indian Knowledge	<p>The college has its moorings in the Indian culture and</p>

<p>system (teaching in Indian Language, culture, using online course):</p>	<p>heritage. It teaches students "Atmo Deepo Bhobo" (Be your own light) and this is highlighted at the entrance of the main building of the college. The college offers facility to choose regional language Assamese as medium of learning instead of English. Students can also take Hindi as Honours or Generic subject. The institution has the tradition of offering different programmes and workshops on Acting and traditional songs in collaboration with different Govt and private agencies. "Bhaona" a creation of Mahapurusha Srimanta Sankardeva, in the early sixteenth century, is a traditional form of entertainment with religious and cultural messages. Employees and students of Lakhimpur Girls' College staged the Bhaona to showcase the Assamese culture. Moreover, the college encourages students as well as teachers to adopt and practice Yoga for their physical and mental well being. The faculty members, irrespective of their linguistic background, use Assamese and English in teaching and mentoring processes. However, the college library has a collection of books on allied subjects and it is a repository of books on languages, religion, art, and culture.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>The OBE is completely student-centred and focuses on what the students know and what they can actually do. In the existing CBCS system students have the choice to take Honours programmes or General/Generic programmes during the three-year degree course. After attaining autonomous status, curriculum will be redesigned as per NEP guideline to emphasize the Outcome Based Education (OBE). For better outcome, college is planning to introduce a few vocational courses with the philosophy of "Learning by doing".</p>
<p>6. Distance education/online education:</p>	<p>Lakhimpur Girls' College provides the option for online classes. Online workshops, seminars/ webinars are organized by departments on different issues either individually or in collaboration with others. Departments have the option to organize online classes with resource persons/faculty members from various educational/research institutes. Recently department of Geography has completed successfully a course on "GIS & Remote Sensing" in hybrid mode- 25 days online and 5 days offline. All the faculty members of college are well versed in the online mode of teaching. College has recently</p>

completed one 10 days FDP and one 5 days workshop in online mode. College takes subscription of online platforms as per requirement. The college has a centre for distance education under Krishna Kanta Handique State Open University (KKHSOU) which offers BA, MA and diploma/certificate courses for all categories of learners.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
126	126	126	126	126
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
03	03	03	03	03

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1614	1567	1522	1584	1449
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
214	198	197	185	182

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
335	156	197	192	144

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
59	59	30	50	52

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
57	57	57	57	57

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 40

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
21.949	48.83	24.061	33.47	9.57

4.3

Number of Computers

Response: 33

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Since Lakhimpur Girls' College is affiliated to Dibrugarh University, the college follows the curriculum which is prepared and planned by the University. As far as the delivery and implementation of the curriculum is concerned, the responsibility becomes collective. The University through its Academic Calendar prepares and sets the tentative dates, time and duration for delivery and implementation of the curriculum. However, the College also enjoys autonomy concerning the implementation of the curriculum to some extent. Curriculum implementation includes lectures, seminars, practicals, group discussions, project reports, field studies and so on. Every department arranges remedial classes in order to improve and rectify the problems of the students, especially for the slow learners as well as absentees.

The College, in its Academic Council meetings, decides about how and when the curriculum set by the University is to be implemented. Routines are prepared, and dates and times are set by the college for internal examinations. Academic Council meetings are called on to assess the progress of the curriculum covered and on the basis of it, decisions are made for smooth completion of the curriculum. Meetings are also summoned to analyze the results of the students in final examinations and henceforth, certain decisions related to further progress of the students are taken. Systematic documentation of the curriculum delivery is made by the respective departments such as displaying of class routine, routine for sessional examinations, records of sessional examinations etc. Apart from the departments, the College centrally maintains the records of mark sheets of the students.

Every year the college organizes college week and other programmes like art competitions, quiz competitions, debate competitions etc. as such activities are helpful in the comprehensive development of the students. The college has also started a mentorship programme from the session 2018-19 and the responsibilities for effective implementation of the programme have been given to each concerned department. Under the leadership of HoDs, the students of a particular department are divided among the faculties of that same department for mentoring. The mentorship programme seems effective, in addition to usual curriculum delivery methods, since its implementation.

During the COVID-19 enforced nationwide lockdown, the methods of curriculum delivery shifted to online mode. The classes were taken online using different applications like Google Meet, Zoom and so on. The sessional examinations were also conducted online during the lockdown. The college authority advised other faculty members to attend FDPs on online classes so that they can deliver the curriculum more efficiently and effectively during the lockdown.

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

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The institution conducts Continuous Internal Evaluation (CIE) as per the academic calendar which is issued by Dibrugarh University. However, the institution has the liberty to make slight changes in terms of dates.

1. The academic session begins with the admission process (both online and offline). This admission process incorporates a counseling session by the Career Counseling Cell, in order to familiarize the newly admitted students with the courses offered by the college.
2. The Routine Committee prepares the class routine which is circulated among the departments before the commencement of classes.
3. The departments prepare course plans and distribute classes equally among the faculty members for timely completion of course.
4. Two sessional examinations are conducted as per schedule prepared by the authority and complete transparency is maintained in terms of marks given for Internal assessment. In addition, assignments, seminars, project reports, practical works, field study etc. are also part of the evaluation process.
5. The college authority has introduced a mobile application “**Class O'Clock**” to record students' attendance. The students can check their attendance through the app. Apart from attendance, assignments, announcement, timetable, academic calendar are also shared through “**Class O'Clock**”.
6. The college periodically organizes academic meetings to discuss the issues and challenges involved in the teaching-learning process as well as result analysis.
7. The college arranged online classes during the two lockdowns due to **COVID-19** pandemic to keep intact the academic schedule. The CIE was also conducted in online mode under strict vigilance of the examination committee. So far as the attendance was concerned, faculty members maintained the students' attendance records as well as the details of the classes.
8. With an objective to maintain the academic atmosphere of the college, a series of webinars have been organized for the students as well as the faculty members. Dignitaries and Resource persons from across the world were invited to deliver talks in the webinars.
9. The career counseling cell of the college regularly organizes counseling programmes to familiarize the students with various career prospects.

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

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document

1.2 Academic Flexibility

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

Response: 66.67

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

Response: 02

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 5

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	02	03	00

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 2.24

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	55	120	00

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	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:

Lakhimpur Girls' College follows the curriculum prescribed by Dibrugarh University. The prescribed curriculum integrates various crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability in the following ways:

1. Irrespective of their core programmes and courses, all the students have to study certain generic papers which incorporates values on gender, environment and so on.
2. The college also takes several initiatives to deal with the issues of Professional Ethics, Gender Issues, Human Values, Environment and Sustainability.
3. The observation of Environment Day, Teacher's Day, Human Rights Day, Women's Day, Constitution Day etc., in the college gives a positive message among the students as well as to the society.
4. The departments which undertake field study give immense opportunity to the students to interact with the people of different communities and backgrounds. Such study has certainly deepened their knowledge of gender issues, human values as well as on the environment.
5. The college also organizes yoga competitions, games and sports as well as cultural competitions in the college for a holistic and all-round development of the students.
6. The National Service Scheme (NSS) unit of the college often takes different initiatives related to human values, gender issues, environment and sustainability. The NSS unit organizes several programmes related to the cause.
7. The National Cadet Corps (NCC) unit is an integral and active part of the College. NCC helps in breaking gender stereotypes among the students. The cadets of NCC often participate in various social and environment-related activities, such as cleanliness programmes, women empowerment, hygiene and sanitation programme etc.
8. The College has a Women's Cell which makes efforts in every aspect of gender sensitization. This cell organizes various awareness programmes regarding gender-related issues, entrepreneurship and life skills, community development etc.
9. The institution also has an Eco-Club which works in promoting environmental awareness and sustainable use of resources. The Eco-Club has organized several extension activities in nearby communities to make the public aware about the importance of environmental sustainability.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 5.56

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
07	07	07	07	07

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document

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

Response: 9.29

1.3.3.1 Number of students undertaking project work/field work / internships

Response: 150

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

Response: A. All of the above

File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed

4. Feedback collected**5. Feedback not collected**

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 87.67

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

2020-21	2019-20	2018-19	2017-18	2016-17
597	533	557	499	485

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
667	619	612	575	571

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 63.6

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

2020-21	2019-20	2018-19	2017-18	2016-17
147	116	145	112	103

File Description

Document

Average percentage of seats filled against seats reserved

[View Document](#)

Any additional information

[View Document](#)

2.2 Catering to Student Diversity

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

Response:

As a premier women's institution, Lakhimpur Girls' College attracts several students to pursue undergraduate programmes. Every year, the institution receives a huge number of applicants for admission. The applicants are selected on the basis of their merit, i.e., their performance in the previous examinations. After being admitted into the course, every year the concerned department orients the students regarding the course structure, syllabus, grading system, brief introduction of the subject and its relevance in the present-day context during the first week of the commencement of the Course. In the orientation classes, the faculty members of the concerned department assess the newly admitted students by means of quiz competition, special test, speech on a particular topic relating to the subject, group discussion, interview, etc. through which students are identified as Advanced Learners and Slow Learners. Apart from the aforementioned programmes, sessional examinations are also regarded as a parameter to identify Advanced Learners and Slow Learners.

Advanced Learners

The college nurtures its students to grow and develop their potential to the fullest. After identification of the Advanced Learners, the institution focuses on the following measures for grooming them to achieve their goals and objectives:

1. The college conducts Career Counseling programmes.
2. The institution organises discussions on advanced topics to help them think out of the box.
3. The college organises group discussions and seminars to develop their soft skills.
4. The institution provides personal counseling to advanced learners by teachers' visit to their respective homes.
5. Group counseling.
6. Project work.
7. Special academic counseling for JAM, GATE, NET, SLET/SET and other competitive exams are organised by the college.
8. The institution encourages advanced students to use the library comprehensively.
9. The departments provide advanced level materials in the form of books, e-books, and multimedia.
10. Students' talks on prevailing issues.
11. Asking them to write assignments on more challenging topics.
12. Encouraging them to participate and present in State/National/International Seminars.
13. Encouraging them to write articles for college magazines, bulletin, newspaper and books.
14. Motivating them to participate in inter-college, state, national and international level competitions.

Slow Learners

The institution nurtures the identified slow learners carefully so as to help them achieve their career goals.

It has undertaken various measures to uplift them, such as:

1. Conducting remedial classes.
2. Encouraging them to be articulate in the class and providing more chances to them for classroom participation.
3. Encouraging them to spend more time in the library in between classes.
4. Mentoring by faculty members.
5. Adopting various instructional techniques in the classroom.
6. Practicing praise and reward to motivate and encourage the slow learners.
7. Assisting them in their studies after classes through personal tutorials.
8. Providing learning opportunities through online sources like YouTube, WhatsApp, open e-resources, etc.
9. Issuing help books/ guidebooks to those who could not understand books with grandiloquent vocabulary.
10. Conducting academic counseling by the respective departments.
11. Every year the institution arranges parents-teachers meet for various issues concerning their wards.

However, in doing so, utmost care is taken so that no students of the department feel deprived.

File Description	Document
Upload any additional information	View Document
Past link for additional Information	View Document

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

Response: 27.36

File Description	Document
Any additional information	View Document

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

Response:

Each faculty of Lakhimpur Girls' College strives to enhance the learning experiences of students studying in the institution. They believe in the potentiality of students irrespective of their caste, creed and race. The Teaching-Learning System in the institution adopted various methods, yet priority is given to student-centric methods, such as experiential learning, participative learning and problem solving to impart education to the students. The student-centric methods adopted in the institution can be grouped under the following categories:

Experiential Learning:

The institution believes that students can acquire optimum knowledge through experiences rather than just theoretical teaching-learning process alone. Following are some of the methods adopted by the institution in order to impart experiential learning to its students.

1. Group Discussion.
2. Home Assignment.
3. Debates.
4. Field visits and educational excursions to various places every year.
5. Extension programme.
6. Field trip/study.
7. Project work.
8. 'Learners' Club (Peer Group Learning).

Participative Learning:

All the faculty members take initiative to make learning more interactive and participatory. An effort is made to give importance to each student present in the class via:

1. Seminar.
2. Group Discussion.
3. Wall magazine.
4. College Week.
5. Poster making.
6. Field trip/ educational excursion.
7. Use of laboratory computer facilities to learn about web designing and softwares like MatLab, Mathematica, SciLab, Wordsworth etc.
8. Role-play/street-act.

The institution focuses more on student-centric methods rather than teacher-centric methods. The college organises various community oriented extensions and outreach programmes making students active participants, so that students can build self-confidence, learn about themselves, understand the perspectives of others and the community, acquire diverse experiences and build a sense of harmony and dedication towards the locality.

Problem solving methodologies:

The college attempts to provide the scope to students to exercise their problem-solving skills by organising various activities, such as-

1. Seminars and group discussions are organised by the respective departments, where students are asked to present their views on contemporary topics/issues to enrich their learning experience.
2. Case study of the problems related to their subjects and their lives.

Apart from these, some of the departments adopt problem-centric approaches by assigning field-based studies and projects to the students as a part of in-semester or end-semester assessments, for which prescribed methodologies are taught beforehand. Topics or problems are chosen from societal, economic,

political, geographical, cultural, health-related issues or from physical sciences. Students have to visit the field, understand the problems, identify the causes by following suitable methodologies and recommend solutions to the problems.

File Description	Document
Upload any additional information	View Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Each faculty of Lakhimpur Girls' College strives to enhance the learning experiences of students studying in the institution by adopting Information and Communication Technology tools and techniques. The use of ICTs before the Covid-19 pandemic was limited compared to the pandemic period. The college has its own official YouTube channel, where all the recorded videos of webinars and lectures were posted for others to view. The faculty members are well-equipped in using ICT tools for educational purposes. Some of the faculty have Youtube channels through which they share video materials. From the early part of 2022, the institute has started using Geo-tagged photographs for record keeping.

The College has the following ICT tools and platforms for enhancing the teaching-learning experience.

Hardware:

- LCD Projector: 14
- Projector Screen: 5
- Computers: 100
- Smart classrooms: 6
- Smart boards: 6
- interactive board: 1
- USB Pen drive: 16
- Printers: 23
- Wifi dongle: 5
- Audio System: 8

Softwares:

The College has the following softwares installed:

1. **Soul 2.0:** The Software for University Library (SOUL 2.0) software which is designed and developed by INFLIBNET, is used in the Central Library of the College for integrating and managing the entire library system. The College is in the process of upgrading this software to **SOUL 3.0**.
2. **D Space:** This software is used by the Central Library of the College, to create open access

repositories for scholarly and/or published digital content. The software serves as a digital archives system focused on the long-term storage, access and preservation of digital content.

3. **MatLab:** A licensed version of MatLab is installed in Mathematics Computing Laboratory to carry out mathematical programming and numerical computing.
4. **Wordsworth:** The College also has an English Language Laboratory where Wordsworth software is installed to develop communication and speaking skills in English.
5. **Easy DTP:** Easy DTP software is used especially in the office for all the official purposes.
6. **Assamese DTP Software:** The Department of Assamese uses this software for all the necessary typing and editing in Assamese Language.
7. **Cyberlink:** This software is installed in one of the laptops of the digital classroom which makes the smart board interactive.

Connectivity:

1. Ethernet: 9
2. Wi-Fi: 5

Online platform

- **Learning Management System (LMS)**

- **Class O'clock:** The institute has its own LMS platform where faculty can send all important notifications, assignments, class and examination routines to their students. The software has faculty, students and Admin portal. From the early part of 2021, students' attendance are exclusively taken in Class O'clock except for online classes.
- **Google Classroom:** Some faculty members use Google Classroom and other related applications for keeping records. It also acts as a means of communication with their students.

- **Video Conferencing**

- Zoom
- Google meet

Apart from these, the faculty also integrate various platforms like Kahoot, Quizziz, Canva, Mentimeter, etc., to make teaching-learning more interesting and participative.

Online Material sharing Platform:

- Whatsapp
- Youtube
- Email
- Telegram

Material Form:

- Word
- PDF
- Excel
- PPT
- Pre-recorded video

- Open e-Resources
- Online links

Apart from the above, various departments use various apps to enhance their teaching-learning, viz. Google map, Google earth, etc.

File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View Document

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

Response: 28.32

2.3.3.1 Number of mentors

Response: 57

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

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 87.72

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with 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:** 30.78**2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
18	16	13	13	14

File Description**Document**

List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)

[View Document](#)

Any additional information

[View Document](#)**2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)****Response:** 15.41**2.4.3.1 Total experience of full-time teachers**

Response: 909

File Description**Document**

List of Teachers including their PAN, designation, dept and experience details(Data Template)

[View Document](#)

Any additional information

[View Document](#)**2.5 Evaluation Process and Reforms****2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode****Response:**

The institution, being affiliated to Dibrugarh University, follows all the guidelines provided for conducting examinations and evaluations which ensure a robust assessment management system of the College. The University schemes of assessment are of two parts: External Assessment (Summative Assessment) and Internal Assessment (Formative Assessment). The Summative Assessment of the University carries 80%

weightage while the Internal Assessment (Formative Assessment) carries 20% weightage of the total marks for each paper. Internal Assessment in the college is conducted through sessional exams, projects and assignments, seminar presentations, attendance, etc.

Steps followed in internal assessment:

Continuous Assessment:

- Home Work
- Class test
- Quizzes in and off the class
- Students deliver speech on the basis of their understanding of lessons and the acquisition of knowledge.

Periodic Assessment:

- Sessional Examinations
- Home Assignments
- Project Works
- Seminars

Based on the students' performance in the continuous and periodic Evaluation System, all the departments conduct academic counseling. The students are then identified as Advanced Learners or Slow Learners. Students performance review meetings along with parent's meets are organised at the departmental level. Remedial classes are arranged if needed. Finally, internal assessment marks are sent to the University for preparation of end-semester results.

Transparency of internal Assessment:

1. Orienting the students about their grading system.
2. Proper orientation is given to students on the allotment of points/marks of sessional examinations, home assignments, projects, seminars, attendance, etc.
3. Students can check their attendance in the *Class O'clock* app (Student's portal).
4. The college notifies the students about their internal examination through the college website, departmental notice board and class WhatsApp group.
5. The Internal Examination routine is displayed on the departmental notice board as well as shared to their concerned WhatsApp groups.
6. Setting of question papers as per the syllabus of the affiliating university guidelines.
7. Marks obtained by the students in their sessional exams are displayed on the departmental notice board.
8. The evaluated answer-scripts are shown to the students to maintain transparency.
9. Students can assess themselves whether they have achieved the course outcome which is displayed on the college website.
10. Students' performance record is safely kept in the department for future reference.

Robustness of Internal assessment in terms of Frequency:

- The college conducts two sessional examinations per semester which contribute 50% of the total

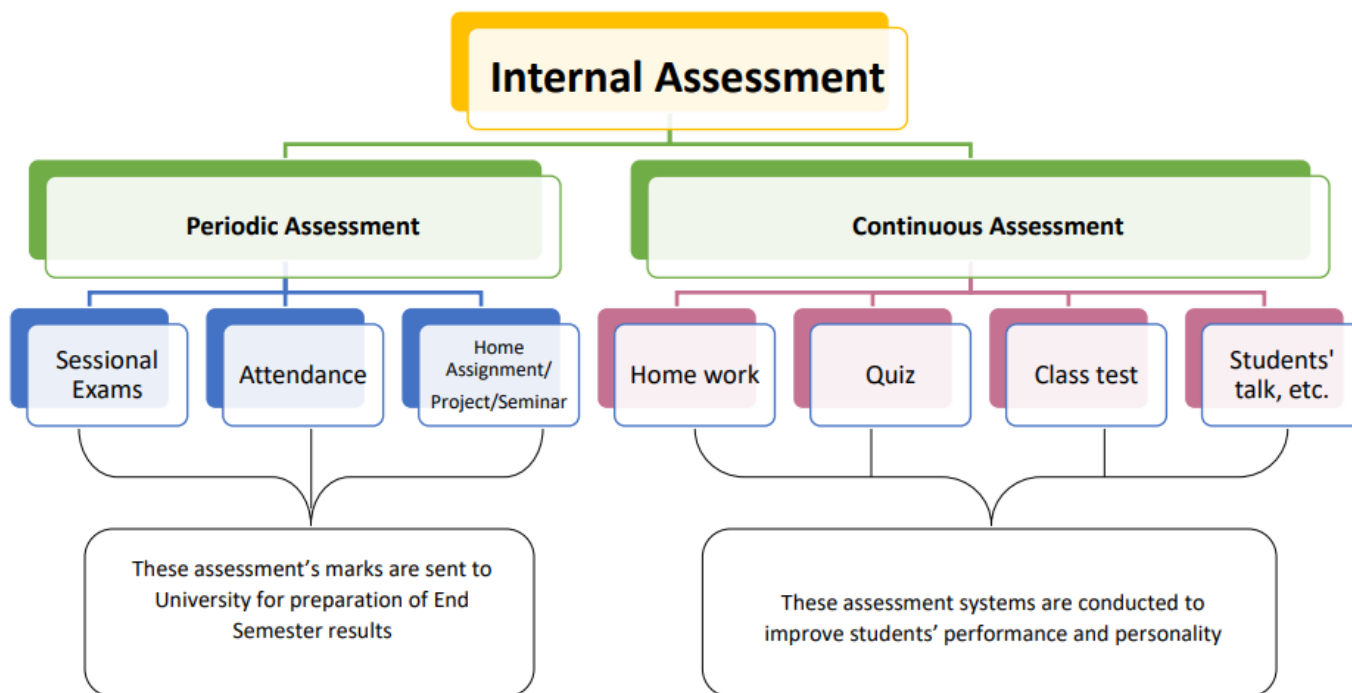
internal assessment marks.

- The institution gives 25% credit of the total internal assessment to class attendance.
- The institution gives 25% credit of the total internal assessment to seminar presentation/group discussion/home assignments.
- In addition to the sessional examinations, the institute conducts extra class tests to assess the learning level of the students.
- The institute practices students' personal care/follow-up.

Robustness of Internal assessment in terms of Mode:

The institution assesses student's learning performance through various modes:

1. Sessional assessment comprises of objective and subjective questions.
2. The institution assesses the students through home assignments/ project works/ seminars.
3. The institution monitors students' attendance strictly.
4. In addition to the above mentioned methods, some departments conduct:
 - Practical examinations
 - Quiz competitions in department and class level
 - Talks by the students on particular topics



File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

The institution has a well-defined and systematic mechanism to deal with internal examination related grievances which is transparent, time-bound and efficient.

Since the College adheres carefully to all the necessary guidelines and instructions given by the affiliating University (Dibrugarh University) to conduct examinations (both internal and end-semester examinations), there is a very limited scope of grievances related to examination in the department and college level. The internal assessment in the College too covers sessional examinations, assignments/ seminars, project works and attendance.

In case, if any grievance arises, the institution has two mechanisms to redress the grievances, one at the department level and the other at the college level.

At both levels, utmost care is taken to maintain transparency, time-bound and efficiency in redressing the grievances.

1. AT THE DEPARTMENT LEVEL:

In case of any grievances, the students can approach and raise their issues in their respective departments.

The steps in redressing internal assesment related grievances at the Department level:

1. Students lodge the grievance.
2. The concerned teacher is informed about the same.
3. The student, teacher concerned and the Head of the Department meet together.
4. They re-evaluate the answer-script(s) together.
5. The grievance is resolved within 2- 3 days.

Transparency of the grievances

- Right after the completion of examination, the teacher concerned discusses all the objective answers with the students in the next class.
- The answer-script is re-evaluated by two or more faculty of the department including the HoD.
- After re-evaluation of the grievance, the re-evaluated mark(s) is again displayed on the departmental notice board.

Time-bound grievances:

Internal examination related grievances at the department level are resolved within 2-3 days from the lodging of the complaint.

- Day-1: The concerned department conducts a meeting to probe into the matter
- Day-2: The faculty members invite the concerned students and re-evaluate the answer-script, which will clarify her doubt.
- Day-3: The re-evaluated marks are displayed on the departmental notice board.

Efficiency of the Grievance Redressal

In cases where grievances related to internal examinations occur, all the departments take steps to redress efficiently. The efficiency of the internal examination grievances redressal is measured in terms of students' satisfaction in resolving their problem. Thus, the department concerned gives the students a satisfaction feedback form on how much content they are with the measures taken.

1. AT THE COLLEGE LEVEL

If there are any unresolved grievances at the department level, the same can be referred to the College's Grievance Redressal Committee. The Committee takes the following steps:

- The referred application reaches the Committee
- The Committee conducts a meeting where the IQAC Coordinator and the Vice Principal of the College are invited in the meeting as 'Special Invitees'.
- The concerned student's parent is invited to the college to discuss and clarify the matter.
- The grievances relating to internal examinations are resolved within 7-15 days.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

The Programme and course outcomes are the pre-defined goals and objectives expected to be achieved by the students after the completion of a programme or a course. For all the programmes and courses offered by the institution, programme outcomes (PO), programme specific outcomes (PSO) and course outcomes (CO) are clearly stated and uploaded on the college website. Before introducing any new Programme or Course, POs and COs are circulated among all the departments and teachers. Similarly, for the existing Programmes and Courses, POs and COs are communicated to the departments, teachers and students before the beginning of the session.

The institution being affiliated to the Dibrugarh University, follows the course outline, course objectives and course outcome as stated by the University.

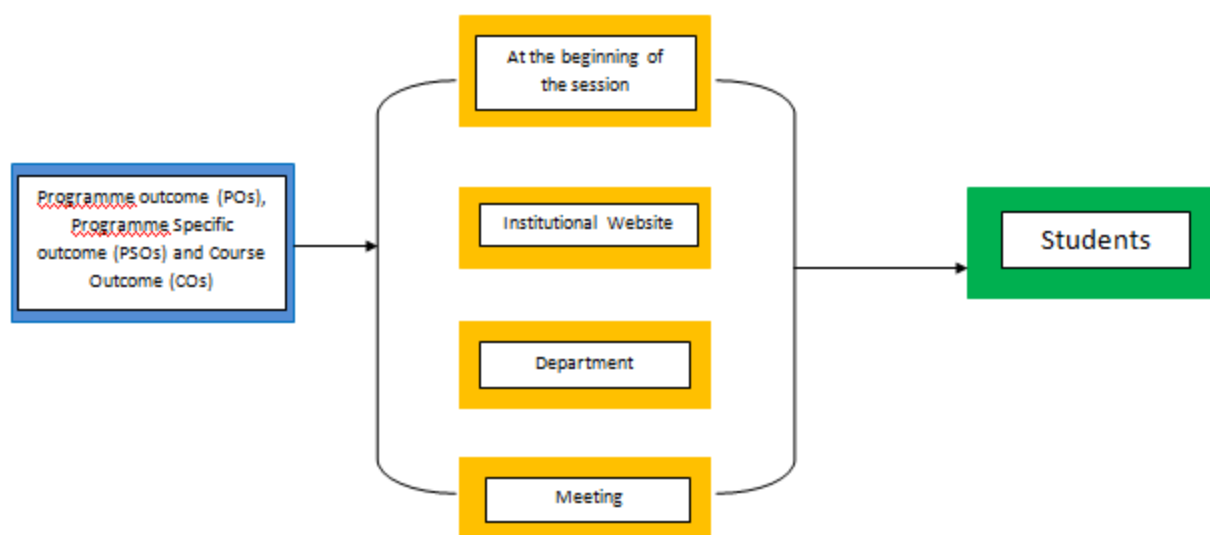
Mechanism of communication

The College follows various mechanisms to communicate the Programme Outcome and Course Outcome to the faculty members and the students, which can be presented as follows:

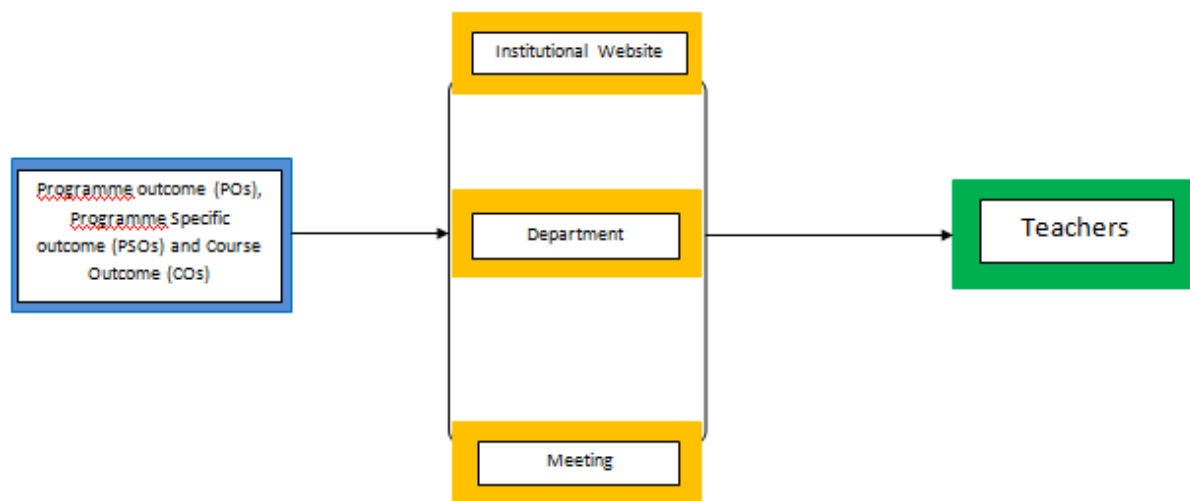
- **At the beginning of the session** - At the time of admission into the undergraduate course and the commencement of the session, the students are made aware of their respective course and learning outcomes through the orientation programmes organized by the departments.
- **Institutional website** - Programme outcomes, programme specific outcomes, and course outcomes for all programmes offered by the institution are displayed and stated on the institutional website for reference for the teachers and students.
- **Department:** Hard copies of the syllabi and course outcome are available in the department for reference for teachers and students.
- **Meeting:** In the departmental meeting, the head of the department along with the faculty members evaluates and discusses the programme outcome, course outcome, and the necessary steps to be taken in order to achieve the expected outcomes.

MECHANISMS OF COMMUNICATION

(FOR STUDENTS)



MECHANISMS OF COMMUNICATION (FOR TEACHERS)



File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Upload any additional information	View Document
Past link for Additional information	View Document

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

Response:

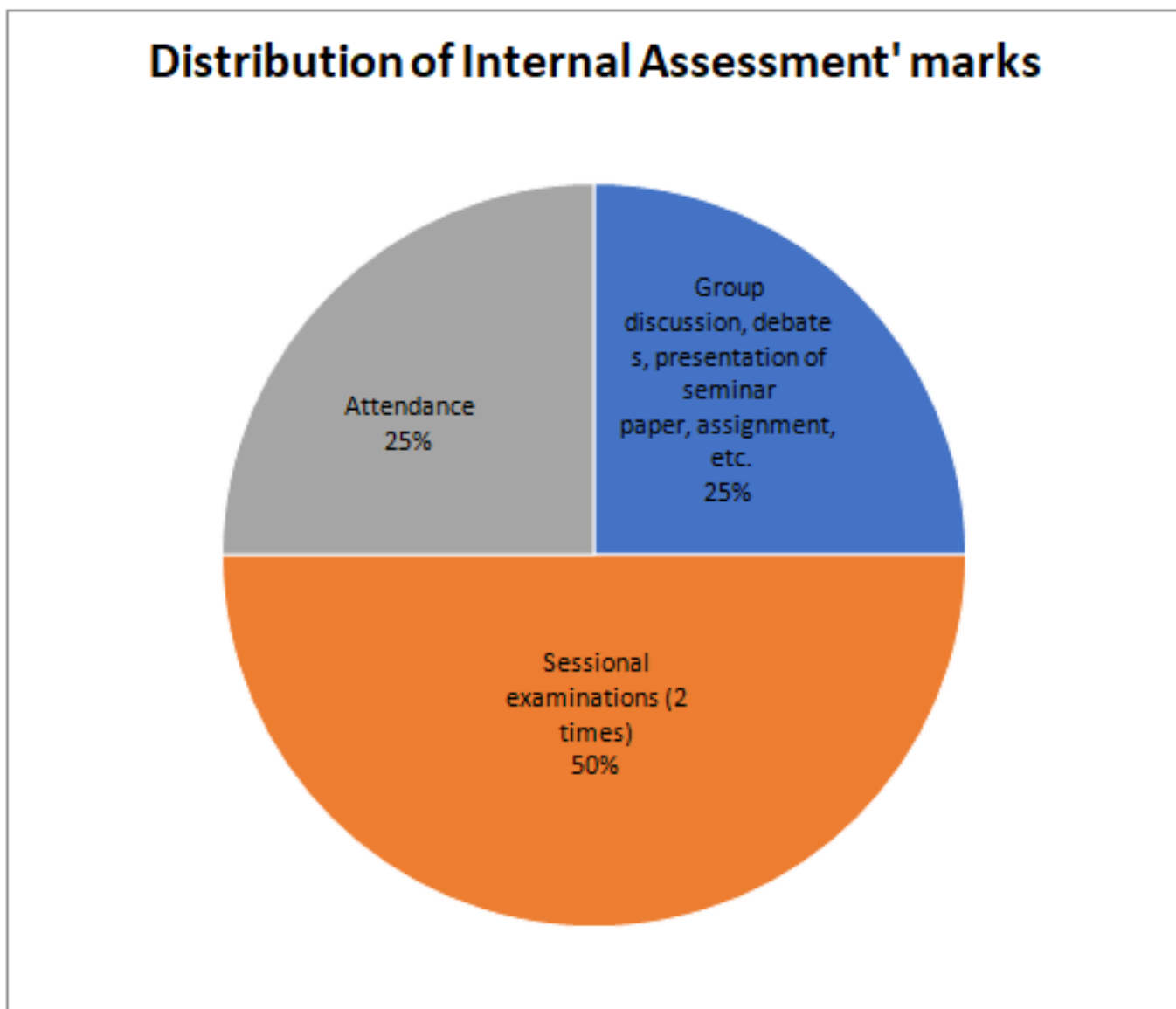
As the institution affiliated to Dibrugarh University, it follows the curriculum designed by the University. The Programme outcomes, Programme specific outcomes and Course outcomes are evaluated by the institution for a better teaching-learning process and better outcomes for the students. The course outcomes are mapped to the programme specific outcomes, which in turn are mapped to the programme outcome. The course outcome, programme specific outcome and programme outcome are linked to each other. The achievements of all the three outcomes indicate the success of the institution.

Since the institution has implemented the Choice Based Credit System (CBCS) from 2019, the teaching-learning outcome is assessed at three levels as given below:

Course Outcomes:

The course outcomes are measured through various methods, viz;

- Group Discussion: The institution believes that students who are able to participate and lead the group discussion have obtained the desired outcome.
- Assignment: Submitting a quality assignment indicates that the student has attained the course outcome.
- Project work: Project work helps the students in improving their skills, confidence and behaviour.
- Seminar: Conducting seminars enables the students to improve their verbal communication skills and acquire knowledge in a particular area of their related subject.
- Sessional examinations: Sessional examinations are conducted in regular intervals to assess the students' progression.
- Attendance: Regular attendance is mandatory for the students to appear in the end semester examination.



End-semester examinations for all affiliated colleges of Dibrugarh University are conducted under their supervision. Arrangements for evaluation of answer-scripts are also made by the University following their set procedures and finally, the University declares the End-semester results centrally.

Programme Specific Outcome:

The Programme Specific Outcomes are those outcomes that are expected from each student to achieve by the end of their undergraduate programme in any specific discipline. The institution offers only Honours programme for both BA and BSc. Thus all students are entailed to complete 14 core papers and 4 generic papers along with soft skill courses like EVS, Skill Enhancement and language papers.

The institution uses direct and indirect methods to measure the Programme specific outcomes.

Direct method consists of examinations which are graded through the following mentioned pattern:

Letter Grade	Meaning of the grade point	CGPA	Percentage
O	Outstanding	10	Above 90%
A+	Excellent	9	80% - 90%
A	Very Good	8	70% - 80%
B+	Good	7	60% - 70%
B	Above Average	6	50% - 60%
C	Average	5	40% - 50%
P	Pass	4	30% - 40%
F	Fail	0	Below 30%
Abs	Absent/ Incomplete	0	

Indirect Method: Indirect method includes soft-skills, personality development, and behavioral maturity that students have achieved through the programme they have undertaken.

Programme Outcome:

The institution adopted various means to measure the attainment of the Programme Outcomes.

- Students' progression to Higher Education
- Students' placement
- Students' behavioral changes
- Alumni participation
- Involvement in society's developmental activities

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 77.36**2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
381	424	276	295	219

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

2020-21	2019-20	2018-19	2017-18	2016-17
381	465	443	414	353

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey**2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.79

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document
Upload any additional information	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, Chairs in the institution during the last five years (INR in Lakhs)

Response: 22.96

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)

2020-21	2019-20	2018-19	2017-18	2016-17
0.275	1.009	2.32	6	13.36

File Description	Document
List of endowments / projects with details of grants	View Document
e-copies of the grant award letters for sponsored research projects / endowments	View Document
Any additional information	View Document

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 3.39

3.1.2.1 Number of teachers recognized as research guides

Response: 2

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

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 16.25

3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	0	1	10

3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
16	16	16	16	16

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document
Any additional information	View Document
Paste link to funding agency website	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 college has a vision to make the campus an environment embedded in research. To make the college a research-engaging environment, the college strives to make the faculty to take part in innovative projects. This can be witnessed through different major and minor projects undertaken by the faculty members of the college along with their publications in various reputed journals.

The college also publishes an e-journal "KANCHIOLI (ISSN: 2583-0740)", thereby urging the members of the college to participate in research work, promote their work in the form of research papers and scholarly articles.

The Women's Cell is publishing one edited book (multidisciplinary) annually. The first book titled *Women in the Changing World* was published in October 2021. The next issue will be published in September, 2022.

Apart from this, students are encouraged to carry-out field studies on different topics relevant to the nearby locality. They are also assigned to conduct course-based projects following research methodologies.

The College has a Research Council which supervises the overall research-activities undertaken by the

faculty members. The council looks into the matters related to the creation of a healthy environment for doing research in the college, encourage and monitor the faculties to undertake Minor or Major Research Projects, participate and organize Regional/ National/ International Seminars/ Workshops and Action Research in District Level Departments viz. DRDC, SSA, Block, PHE, etc. in the form of semester projects.

In order to create a sound ecosystem for creative learning, the college emphasizes participatory and activity-based learning through curricular and co-curricular modes. The college encourages students to keep themselves updated with current knowledge along with creative ideas. The activities embraced by the teaching community and alumnae association are also aimed at creating an ecosystem for the creation, advancement, and transfer of knowledge.

The Career Counselling Cell of the college coordinates different career-based counseling programs for the students thereby familiarizing them with various career prospects. Through these programs, students are empowered to figure out their necessities at par with the prerequisites of the market and make them equipped with the required knowledge and skills.

The NSS Unit of the college provides the students a platform for personality development through numerous voluntary community services. The Unit helps in sensitizing the youth toward their social responsibilities and developing a sense of accountability and integrity towards the local community.

The college strives for holistic development of the students. For that, various awareness programmes, invited talks by eminent personalities from across the world, and cultural, literary, and sports activities are organized now and then. Being one of the pioneering institutions for women's education, the college gives special emphasis on gender equity programmes and measures.

Apart from this, workshops, hands-on-training programmes, seminars, webinars, field-based studies are conducted to familiarize the teachers and students with the latest technologies and developments in the field of higher education.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 26

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	18	2	1	2

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document
Any additional information	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years	
Response: 1.5	
3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years	
Response: 3	
3.3.1.2 Number of teachers recognized as guides during the last five years	
Response: 2	
File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document
URL to the research page on HEI website	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years				
Response: 0.04				
3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.				
2020-21	2019-20	2018-19	2017-18	2016-17
2	00	00	00	00

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 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: 0.8

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

2020-21	2019-20	2018-19	2017-18	2016-17
17	11	3	5	4

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	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:

In order to sensitize the students on various socio-economic, political, behavioural and environmental issues, Lakhimpur Girls' College undertakes several extension activities in the nearby locality. Through these activities, students are provided opportunities to participate and engage in activities concerning the society thereby developing a sense of responsibility, accountability and integrity.

As part of community service, the college adopted *Gosai Chapori* village on 14th November, 2017. A number of awareness programmes concerning health and hygiene, cleanliness, economic development and education have been organised by the college till date. The Reports on Socio-economic Survey at Gosai Chapori Village (an adopted Village of Lakhimpur Girls' College), prepared by Department of Economics and were submitted on 22nd February, 2017 and 15th March, 2021, reflect positive impact of extension programmes on educational and job aspiration of the locals in addition to their standard of living. Apart from this, under Unnat Bharat Abhiyan, the UBA Cell has adopted 5 (five) villages in the year 2022 which is a significant effort on the part of the college in rendering its services towards the community.

The departments undertake various extension activities in connection with their respective areas, thereby making the students familiar with various socio-cultural factors.

The NSS Unit and NCC of the college give special emphasis in carrying out extension activities like cleanliness drive, tree plantation, street paly, awareness programmes on various social issues, road safety programme, health and hygiene, Yoga and lifestyle, etc. in the college campus as well as nearby areas.

The Women's Cell actively works towards creating awareness among the students as well as women of the nearby villages regarding their rights and responsibilities. The cell through various awareness programmes strives to create a gender neutral environment.

The Red-Ribbon Club of the college organizes Blood Group Identification and Blood Donation Awareness Programme in different localities. The Eco Club of Lakhimpur Girls' College organizes programmes on green environment, efficient energy management, impact of water on energy generation, preserving wetlands and bio-diversity.

The Stress Management Cell of Lakhimpur Girls' College organizes various programmes and extension activities in order to maintain a stress free life of the students which is the key factor in the life of every individual.

The college has collaborated with different Government and Non-Governmental Organizations in order to enable the students participate and engage in community services. MoUs have been signed with association and institutions like Royal Treat Hospital, Lakhimpur District Taekwon-Do Association, Vivekananda Kendra, North Lakhimpur College(Autonomous), etc. for various welfare measures of the students. The details of all the MoUs are available in the college website.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document
Any additional information	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 75

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

2020-21	2019-20	2018-19	2017-18	2016-17
33	13	14	12	3

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 31.43

3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1372	163	466	425	62

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 23

3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	13	3	2

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document
Any additional information	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 6

3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	1	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

Lakhimpur Girls' College has adequate facilities required for the conduction of teaching-learning process. Arrangements of these facilities are made to enhance academic excellence according to the objectives of the vision and strategies of the college.

Some of the facilities used are listed below:

- The College has 39 classrooms for the conduction of classes.
- The institution has 6 smart classrooms, which have provisions for LCD facilities.
- 17 classrooms are Wi-Fi enabled.
- 10 BSNL Broadband.
- 100 Mbps bandwidth.
- The College has 2 lecture halls with the capacity to accommodate around 180 students.
- 14 projectors are available to facilitate teaching and learning process.
- The College has 2 computer laboratories.
- 1 Language Laboratory for students to conduct various activities which would further enhance their linguistic knowledge. Wordsworth English Language software is used in the Language Laboratory.
- The College has 13 laboratories which provide sufficient facilities for the students to help them with their projects and experiments.
- The College library has 2 reading rooms along with 7 computers, 2 N Computing and 1 Standing Computer.
- The Library also has 1 Xerox machine.
- The Library has about 16463 text books, 4401 reference books, and subscriptions of about 18 journals, 10 local and 2 national newspapers.
- E-resources under D-Space and N-List (Inflibnet).
- The Library is maintained with a computerised data-filling system called DSpace, which is an institutional repository of the College.
- The Library is updated with SOUL (Software for University Libraries), version 2.0 in the year 2020.
- The College has 16 departments.
- Each department has a computer.
- The Department of Physics has a computer laboratory.
- The Department of Anthropology has a museum.
- The Department of Zoology has a fish museum.
- Each department has a library.
- The Department of Home Science has a reading room for the students.
- 1 Yoga and Meditation Centre is available for the students.
- The College has 100 computers in total.
- 6 Laptops.
- 23 Printers.

- 4 Xerox machines and 1 Lithography machine.
- 4 Generators for uninterrupted power supply.
- 1 DSLR camera.
- 14 Projectors.
- 6 Podiums.
- 4 Amplifier sets.
- 1 Conference hall with the capacity to accommodate around 120 students.
- 1 Career Counselling Cell.
- The College has 2 Hostels (one UG and one PG) with 67 rooms.
- Hostel 1 accommodates around 175 students.
- Hostel 2 provides accommodation for around 25 students.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

The College has adequate facilities for sports, games and cultural activities for the students. A suitable environment is provided by the College for the development of extracurricular activities of the students.

1. Sports and games:

- The College has around 1 acre of infrastructure to promote sports and games to the students.
- The College also has an indoor stadium, which has an area of 222.96 sq. mts. It was established in the year 2012.
- The College encourages the students to participate in different sports events. The students actively participate in inter-college tournaments conducted by University. The College has a playground with an area of 3200 sq. mts. The sports facilities offered by the college are given below

a) Indoor:

- Badminton
- Carrom
- Chess
- Table Tennis

b) Outdoor:

- Football
- Volleyball

- Handball
- Sepak Takraw
- Kabaddi
- Tug of war
- Discus throw
- Javelin
- Shot put

2. Gymnasium:

- The College has a gymnasium with an area of 89.187sq.mts which was established in the year 2012.
- It provides the required facilities to both students and faculty members. Many faculty members of the college join the gymnasium after their working hours.
- The available equipments in the gymnasium are Treadmill, Manual Treadmill, Elliptical, Bicycles, Dumb bell sets, Barbell, Twister, Leg Extension Machine, Preacher bench, Lat Pull down Machine, Abdominal Bench etc.

3. Yoga Centre:

- A Yoga Centre with an area of 83.61sq. mts was established in the year 2012 near the indoor Stadium of the college.
- Every year on 21st June, the College celebrates International Yoga Day.
- The college has recruited a yoga instructor to instruct the students and a yoga team has been formed by the College. The team has participated in various Yoga competitions held at different parts of Assam.
- The College won the best team award in Dibrugarh University Inter-College Yoga Competition held at HPB Girls' College, Golaghat on 24th January, 2017.
- The Inter-College Yoga Tournament was organised at Lakhimpur Girls' College on 5th February, 2018.
- The yoga team of the college won three prizes in the female section in Dibrugarh University Inter-College Yoga Competition held on 5th February, 2018.

4. Cultural activities:

- The College encourages and provides the required facilities to the students to take part in different cultural activities.
- College week is held every year where students exhibit their talents and skills in sports, cultural and literary fields.
- Various programmes like freshman social and farewell are organised by the College. Each department of the College also organises these programmes with active participation of the students.
- The College also participates in the Inter- College Youth Festival organised by Dibrugarh University. In 2017, the College team won the best drama award at the Inter-College Youth Festival.
- The College has taken initiative to promote the cultural heritage of Assam. With this objective, a 'Bhoana' was performed by the teaching and non-teaching staff on 25th October, 2019.
- Every year in the month of October, a cultural night called 'Junaki Mel' is held in the College.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 15

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 6

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 11.64

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.969	20.2	0.831	1.85	0.33

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document
Upload any additional information	View Document

4.2 Library as a Learning Resource

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

Response:

The college library is installed with SOUL 2.0 version ILMS (Integrated Library Management Software)

Name of ILMS software: **SOUL 2.0 (Software for University Library)**

Nature of automation (fully or partially): Partially

Version: **2.0**

Year of Automation: **2020**

FEATURES:

- Uses Barcode Scanner and Book Scanner.
- It has multi user facilities.
- Full version support.
- It offers Membership cards.
- **OPAC** is also available inside the library system.
- It supports ISBN for the accession of books.

Library Resources:

- Text books: **16443**
- Reference books: **4401**
- E-Books: **Via NLIST**
- Newspaper: **10**
- E-resources: **N-List**,
- Journals and Magazine: **18**
- E-journals: **Via NLIST**
- Dictionaries: **16**
- Encyclopaedia: **32**

The Library is divided into various sections:

- Reading hall for students
- Reading room for teachers
- Reading room for P.G students
- Circulation Counter
- Property Counter
- Reference section
- Textbook section
- Periodical section
- Newspaper section

- INFLIBNET, NLIST section
- Xerox and Printing Centre
- Technical Helpdesk
- Stack Counter

Various services provided by the library:

- Subscription of online and offline journals
- Librarian provides orientation programmes to the newly admitted students.
- Computerised circulation services.
- The Library has a Digital Repository for thesis and dissertation of institutional faculty members, College Pioneer and Annual Magazine, Research articles and Question Papers.
- The Library has Open Access Service.
- Library is under CCTV Surveillance.
- It displays the new arrival Library resources.

File Description	Document
Upload any additional information	View Document
Paste link for Additional Information	View Document

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: D. Any 1 of the above

File Description	Document
Upload any additional information	View Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
3.55	3.56	0.66	2.80	0.93

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	View Document
Audited statements of accounts	View Document
Any additional information	View Document

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

Response: 2.81

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

Response: 47

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Lakhimpur Girls' College puts an emphasis on the maintenance and utilisation of IT facilities to ensure efficient functioning. These facilities are upgraded timely to serve the increasing needs of the College. The following are the main facilities provided by the College:

- The College has 2 computer laboratories, where students can perform various innovative and scientific experiments.
- The laboratories are provided with internet connection to assist students in their studies. Laboratory 1 (Mathematics/Computer Laboratory) has 21 computers. **MATLAB** software is installed in Laboratory 1.

- The College has a digital classroom with the necessary IT-based teaching aids to meet the demand of the changing technology. The digital video projector also enables screening of videos, movies and other such multi media required in various disciplines.
- Maintenance of computers is done regularly and non-repairable systems are disposed.
- The College has a well-equipped language laboratory for the students to carry on various activities in order to enhance their linguistic knowledge. The laboratory has 21 computers with language software named 'Wordsworth' installed in those systems. The software enables for the students of the Department of English to enhance their communication skills. It also has proper facilities for the smooth conduction of classes.
- Internet connection with Wi-Fi facility is available in a few classrooms, which are located along the Principal's chamber, IQAC office, library, language laboratory, Mathematics laboratory and in the office.
- All the departments of the College are provided with computer facilities to maintain proper records of the department.
- Question papers and PPTs are available in the digital repository, which can be accessed by the students within the campus.
- The College uses various Learning Management Systems like Zoom, Google Meet, Google Classroom, Webex meet, Screencast-o-matic, YouTube etc.
- Some of the departments of Science stream have projectors to conduct the required programmes and experiments of the department.
- The digital library of the College is efficiently maintained with a computerised data-filling system. The College library is updated with **SOUL**, version 2.0 in the year 2020.
- An institutional repository called **D-space** is used by the Library of the College.
- The website of the College is regularly updated.
- Admission procedure of the College is being done online since 2018.
- The College has **25 CCTVs** for proper surveillance of the campus.
- The College uses **Class O'Clock**, an online application for maintaining the attendance records of the students. This application replaced the traditional way of recording attendance, through which was register books. Moreover, it has other facilities like notifying about assignments, making an announcement, leave application system, provision of the college timetable, academic calendar and holiday list provided by Dibrugarh University.
- To cope with modern technology, the College has created a website to keep records of mark sheets of the students. Various data regarding scholarship and results are available in the website.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 48.91

File Description	Document
Upload any additional information	View Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 750 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average 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: 88.36

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)

2020-21	2019-20	2018-19	2017-18	2016-17
20.98	28.63	23.23	31.62	9.24

File Description	Document
Upload any additional information	View Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

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

Response:

Lakhimpur Girls' College has maintained the required systems and procedures for maintaining and

utilising physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc.

Maintenance of physical facilities and laboratory:

- Every department of Lakhimpur Girls' College has a strong maintenance policy. Each department maintains a stock register of the goods utilised and purchased.
- Every department also maintains a register for departmental library and its users.
- The College campus and washrooms are swept every day and maintained in a hygienic way.
- The College garden is maintained by a grade IV employee of the college who has experience in gardening and landscaping.
- Maintenance of the computers is done by New Gen Technologies.
- Classrooms, departmental requirements and laboratories are supervised by the Vice- Principal.
- The maintenance of laboratory equipment and chemicals is done by the Head of the concerned departments.
- The purchase of laboratory equipment and other chemicals, specimens, etc. is done by the college office, inviting open quotation as per requirement sent by the Head of the Department.
- Major constructions are supervised by the Planning Development and Construction Committee of the college while minor repair works are done under the supervision of the concerned department.

Utilisation of physical facilities and laboratory:

- The classrooms are used to conduct Semester examinations, Board examination, Competitive examinations (District-level and State government), Departmental Seminars, Workshop, Symposium, Group Discussions, literary competitions, talks, etc.
- The Conference Hall is utilised to conduct National and State level Seminars, Workshops, Skill Development Training and talks.
- The College provides training in badminton.
- The College uses an eco-friendly bamboo dustbin.
- Department of Chemistry of Lakhimpur Girls' College produced hand sanitizer during the pandemic in the first wave of covid-19.

Maintenance of Library:

- The College has constituted a Library Committee which is responsible for making necessary purchases as per recommendations received from the departments of the college. The committee periodically takes stock of the functioning of the library. They look into various activities like purchasing of books, budget allocation and maintenance of infrastructure and physical facilities of the library.
- Every year the Librarian of the College collects the list of required books from departments through the HoDs.
- To ensure the return of books from the students' end, it is made compulsory for the students to collect 'Library Clearance Certificate' before semester examinations.
- Separate register books for students and teachers are maintained to keep records of library users and books issued.

Utilisation of library:

- Students' reading hall and teachers' reading room are used by both students and teachers respectively.
- Teachers utilise the e-resources available in the library.
- Newly arrived reference books are read by teachers and referred to the students.

Maintenance and Utilisation of sports facilities:

- The concerned Secretaries of Lakhimpur Girls' College Student Union (LGCSU) and Professors-in-Charge of Indoor Games, Outdoor Games, and Gymnasium take responsibility for the proper use and maintenance of the sports facilities like Badminton court, Volleyball court, Table Tennis Court and Gymnasium.
- For the users of Indoor stadium and Gymnasium, separate register books are maintained.
- There is a Purchase Committee of the college for making necessary purchases as per recommendations received from the games and sports sections of the college.

Maintenance and utilisation of IT facilities:

- Computer maintenance is done regularly and non-repairable systems are disposed.
- There is an IT Committee for making necessary purchases as per recommendations received from the departments/ administrative office of the college. The Committee takes stock of the IT infrastructure of the College and is responsible for timely upgradation of the IT resources as and when necessary.
- All the departments of the college are free to use smart/digital classroom, seminar hall and conference hall according to their requirement.

Student support and welfare:

- There are committees for canteen, hostel management, anti-ragging, health care, stress management, which works for the welfare of students as well as teachers wherever applicable.
- The Health Care Unit in College campus provides necessary first aid treatment to the Students during college hours.
- The College has signed a Memorandum of Understanding (MoU) with Royal Treat Hospital to provide health care facilities to the students.

Academic support:

- The college has an elaborate academic support mechanism.
- The college follows the syllabus prescribed by the parent university; that is Dibrugarh University.
- End semester examinations are conducted as per the time table given by Dibrugarh University.
- The sessional examinations for internal assessments are conducted as per the academic calendar of the college.
- Academic support to the students is also provided by conducting tutorial sessions and remedial classes.
- In the final year of under graduate programmes, the college provides full support to the students to carry on their project works as per their requirement for the successful and timely completion of their project works.
- The Career Counselling Cell organises counselling sessions for the needy students to help them pursue higher studies, research works and employment.

Maintenance and Utilisation of Hostel:

- The College has a Hostel Committee to look into hostel- related matters.
- Lakhimpur Girls' College Hostel was also used as a Covid Care Centre during the Pandemic in the year 2020-21

Maintenance of Canteen: The College has a Canteen Committee to look into issues related to canteen. They look into the availability of food items and hygiene of the canteen.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 40.52

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
1005	896	455	393	412

File Description

Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 1.35

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
32	07	26	17	22

File Description	Document
Upload any additional information	View Document
Number of students benefited by scholarships and freships institution / non- government agencies in last 5 years (Date Template)	View Document

5.1.3 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: C. 2 of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 9.42

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

2020-21	2019-20	2018-19	2017-18	2016-17
73	101	167	114	260

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 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: B. 3 of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.84

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
4	2	1	1	1

File Description	Document
Upload any additional information	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 37.01

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 124

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 53.61

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
18	04	06	01	00

5.2.3.2 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

2020-21	2019-20	2018-19	2017-18	2016-17
31	08	10	01	00

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document
Any additional information	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural

activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 19

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

2020-21	2019-20	2018-19	2017-18	2016-17
03	03	07	02	04

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

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

Response:

There is an active Students' Union which also represents in different administrative bodies of Lakhimpur Girls' College. Lakhimpur Girls' College Students' Union (LGCSU) which is guided by the Constitution of Lakhimpur Girls' College Students' Union, promotes and facilitates student activities in the college campus. Lakhimpur Girls' College Students' Union assists students in efficiently participating in the College's co-curricular and extra-curricular activities and provides opportunities for their all-round development.

LGCSU is elected annually through a fair and democratic process by active participation of all students. The election to LGCSU is conducted in accordance with the provisions contained in the Rules of Election given by the College and Lyngdoh Committee. The roles and responsibilities of the Students' Union are endowed upon them during the oath taking ceremony.

The Students' Union collaborates with the principal, faculty in charge, and students for organizing events. The Union also acts as a bridge between the faculty members, administrative staff, and students.

LGCSU consists of President, General Secretary, Vice President, Asstt. General Secretary, Secretary of Literary and Magazine, Debating & Symposium Secretary, Cultural Secretary, Outdoor Sports Secretary,

Indoor Games Secretary, Gymnasium Secretary, Social Service Secretary, Girls' Common Room Secretary.

Activities of Lakhimpur Girls' College Students' Union:

1. Undertakes programmes that promotes social and cultural life of the students and train them in the duties and rights of citizenship.
2. Engaged in organising Freshmen Social, Teacher's Day, Annual College week for the upliftment of the students.
3. Organises the celebration programme of Sankardeva Tithi, Saraswati Puja and Fateha-e-Doaz-Daham for promoting religious tolerance and harmony.
4. Organises local and national holidays like Independence Day, Republic Day, Birth and Death anniversaries of eminent personalities to develop a spirit of patriotism among the students.
5. Publishes college magazine annually, showcasing the literary talents of the students.

Participation and Representation in Academic & Administrative bodies/committees:

1. A student representative is an integral part of IQAC and the views of the representative are duly considered in assuring quality enhancement of the institution.
2. The Anti-Ragging Cell has representatives from LGCSU to maintain a ragging-free campus
3. The members of the Students' Union body are represented in the following bodies/cells:

- Grievance Redressal Cell
- Internal Complaints Committee
- Project monitoring Committee
- Election Committee
- Magazine Committee

NSS Unit:

The NSS Unit of Lakhimpur Girls' College is comprise of 100 student volunteers. The NSS unit also carries out activities like, Tree Plantation, Cleanliness campaigns, Traffic safety Awareness programmes etc.

NCC:

Lakhimpur Girls' College NCC Girls' Unit was started in the year 1977. The present strength of cadets is 65. 1st Year 25, 2nd Year 21 and 3rd year 19. Every year 20 cadets are enrolled in this unit. Presently it is under 72 Assam Girls (Independent) Coy NCC, North Lakhimpur, Assam 1977 under 72 Assam Girls (Independent) Coy NCC, North Lakhimpur, Assam.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**Response:** 4.2**5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
04	02	05	05	05

File Description	Document
Upload any additional information	View Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	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:**

Lakhimpur Girls' College Alumnae Association is a non-profit making society registered **under the Societies Registration Act XXI of 1860 (Regn. No. RS/NLP/257/I/18 of 2022-2023)**. The Alumnae Association of Lakhimpur Girls' College has 537 active registered members. The Association is dedicated to bringing together the alumnae on a common platform to build another channel of personal and professional support to members through "Self Help" within the community.

The objectives of the Association are-

1. To bring together all passed out students of Lakhimpur Girls' College through this platform.
2. To assist the College authority in raising the profile of the institution in social, cultural, and literary aspects with a supportive network of former graduates.
3. To initiate opportunities for career development among newly registered members of the association.

The College is proud of students who are achievers in every field, carrying with them the values imparted by Lakhimpur Girls' College and are making a significant contribution to society. In order to foster a

warm relationship, the College maintains regular contact with the alumnae and former faculty through various email groups and social networking sites such as Facebook, WhatsApp, etc. The Alumnae Association is active in promoting and guiding the current students of the College. Our former faculty members and alumni have been keenly involved in all major college functions.

Alumnae Conclave 2022 was held on 11th January 2022 with diverse cultural programmes. Apart from this, various departments of the College have independently taken initiatives to organize Departmental Alumnae meets, which have facilitated the strengthening and widening of Lakhimpur Girls' College family. The objective is to build a strong alumnae network which will participate in keeping the Lakhimpur Girls' College banner flying high.

Financial Contributions:

Infrastructural Development

1. Alumnae Association has been extending their financial support in the development of infrastructure of the institution. Alumnae Association has contributed in the construction of cycle stand in the institution. An amount of 100000.00 (One Lac) rupees has been donated by the Lakhimpur Girls' College Alumnae Association for the upliftment of the College.
2. Devangini Boruwa, alumnae of Lakhimpur Girls' College, has donated an amount of 500000.00 (Five Lacs) to upgrade a room into a well-equipped conference room in the memory of her late husband and faculty of the Department of English, LGC, Gunjan Karan.
3. The alumnae of the Department of Zoology has donated a book-shelf to the department.

Non-financial Contributions:

1. Donation of Books:

- The alumni have instituted an innovative venture of donation of books to enhance collection in our library by procuring books from various stakeholders. The voluntary book donation programme has evoked good responses from alumnae, teachers and students.
- 185 books have been donated by alumnae of Department of English, LGC, Pallabi Dutta, to the department.

2. **Teaching in the College:** Prominent alumnae members of the College has inspired the students to study in Lakhimpur Girls' College to achieve their career goals. Few departments are encouraging their alumni to involve in teaching learning process through participating in regular classes of the department.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: B. 4 Lakhs - 5 Lakhs

File Description	Document
Upload any additional information	View Document
Link for any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Being one of the first educational institutions for women situated in the North Bank of Assam, Lakhimpur Girls' College has a vision of imparting quality education to women for building a strong foundation of the nation and preparing the women for a world of quest, ambition and excellence. Keeping this in mind as well as the mission which is reflected in the college website, various workshops, seminars, popular talks, awareness programmes are organized in the college now and then along with classroom teachings.

1. The Career counselling cell and Women's cell of the college take initiatives in organizing various counselling sessions on career prospects and the social rights and responsibilities of the students. Moreover, there are provisions for vocational and certificate courses for the students in order to make them self-sufficient.
2. The college takes pride in being up-to-date with the changing models of education, new trends and prospects of education. This is evident in the adoption of the CBCS in the curriculum by the college.
3. The college has a mission to make the campus environment embedded in research. For that, the institution strives to make the faculty take part in innovative projects. The e-journal of the college, *KANCHIOLI* (ISSN: 2583-0740) is an effort of the college in enriching the academic atmosphere in the campus.
4. The Women's Cell of the college also publishes an edited book with ISBN every year with primary focuses on issues related to women.
5. In accordance with the vision of building a proper infrastructure for the betterment of each and every major stakeholders of the college, Lakhimpur Girls' College has constructed language laboratory, digital room and new classrooms with advanced IT facilities to familiarize the students with emerging technologies.
6. The college strives to cultivate sportsmanship spirit and cultural development of the students. The annual college week helps doing the same and also boosts the spirit of the students.
7. The college aims to inculcate social and moral values in the students through various extension activities to neighbouring villages. These activities are carried out with the aims to raise awareness on various socio-economic and political aspects among the villagers.
8. The institution emphasizes upon the participation of students in NCC, NSS, Self-defence Training Programme which will groom them into becoming disciplined, patriotic and courageous citizens.
9. In order to achieve sustainable development, the college participates in maintaining a concord between the members of the college and the natural environment of the campus. In connection to this, the college observes World Environment Day on the 5th of June every year by planting saplings in the college campus and adopted village of the college.
10. The college takes pride in the proper maintenance of the landscape and the gardens, thereby preserving an eco-friendly campus. The green and energy audit of the college is carried out for sustainable development.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

CASE STUDY: ADMINISTRATIVE AND ACADEMIC DECENTRALISATION, LAKHIMPUR GIRLS' COLLEGE:

Lakhimpur Girls' College takes pride in being receptive to the process of decentralization in various activities of the college, which is possible through the cooperation and participation of the various committees and administration of the college.

The process of decentralization is reflected in the delegation of powers and responsibilities at various levels through the formation of various committees. The levels can be primarily classified as administrative, academic and extension and students support services.

Administrative level:

1. The Principal with the approval of the Governing Body construct various committees to look after the matters concerning construction, infrastructural augmentation, e-governance, and finance and faculty welfare.
2. The Financial Committee and Purchase Committee monitor the financial matters of the college. These committees comprise of Principal, Teaching and Non- teaching staff members.
3. Project Monitoring Unit consisting of the Principal as Chairman, Vice- Principal as Vice-Chairman, two teacher representatives, two students representative and one technical staff monitor the proper utilisation of RUSA funds.
4. The hostel superintendent and the hostel committee are responsible for administering issues concerning the college hostel and the boarders.
5. The Teacher's Unit and Women's Cell work independently at the institutional level for the welfare of teachers and students.
6. The non-teaching staff unit work independently at the institutional level for issues concerning the staff.
7. The Election Committee consisting teaching and student members work independently in conducting student's union election as per the Constitution of Students' Union and norms of Lyngdoh committee.

Academic level:

1. The IQAC and Vice-Principal of the college are given the authority to execute and monitor the academic activities of the college.
2. The Heads of the each department plan and organize the classes along with the cooperation of faculty members.
3. Committees for routine and examination are specifically responsible for the effective management of all the classes and examination (Sessional and End semester) respectively.
4. Faculty members are assigned with the tasks of mentoring their respective mentees as per requirements. They can independently plan and execute the mentoring session as per requirements.
5. IQAC along with the publication cell supervise the publication of edited books and journals.
6. Webinars and seminars are conducted now and then under the supervision of IQAC Coordinator and committee members.

Student Support Services:

1. NSS, NCC, Grievance Redressal Cell, Students' Aid Funds, Disciplinary Action Committee, Internal Complain Committee (ICC), Anti-Ragging committee are managed and supervised by staff coordinators.
2. Career Counselling Cell plans and supervises various counselling session and placement.
3. Excursion, extension and field trips are supervised by teacher coordinators.
4. College Week, Cultural Functions, Festivals, Invited Talks, Debate and Literary competitions are monitored by committees assigned with these responsibilities.
5. The Eco Club is an integral unit that helps make the students aware of the environment and ecology.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Institutional Perspective Plan (2016- 2025) encompasses the following areas:

1. **Infrastructure development:** A new academic RCC block under RUSA 2.0 is under construction and is planned to be completed by the end of 2022. Renovation of five classrooms and two departmental common rooms in 2022. A conference room has been constructed with capacity of 150-200 students. A generator has been installed in the college hostel and new hostel building has been constructed and opened for students.
2. **Academic infrastructure:** Construction of Digital classroom with ICT facilities in 2017. Construction of a computer lab with 22 computers, Language Lab with 21 computers have been planned and deployed in the year 2019 and 2020 respectively. Library has been remodelled and

digitalized under RUSA 2.0 in 2021. Subscription of N List resources for teachers.

3. **Curriculum planning and design:** A three month certificate course by the department of Political Science was introduced in 2017. Certificate courses on Nursery Teacher Training under Department of Education, Fashion Designing and Nursing and Health Care under the Department of Home Science have been planned and deployed. Implementation of CBCS for B.A/B.Sc programme in 2019. Introduction of Add-On courses in the departments of Education, Economics, History, Hindi and Assamese in 2022. The college plans to introduce a 4-years B.Ed course shortly. No-Objection certificate has been received from Government of Assam and Dibrugarh University. The institution awaits approval from NCTE.
4. **Research activities:** A multidisciplinary online journal titled *Kanchioli* was launched in 2021. The Women's Cell published an edited book (multidisciplinary) annually. The first book titled *Women in the Changing World* was published in October 2021. The next issue will be published in September, 2022.
5. **Teachers' progress and development:** Organisation of Workshops and FDPs for academic advancement of the teachers.
6. **Sustainable and green campus:** The college undertakes Green and Energy audit regularly. The Eco-Club takes initiative in raising environmental awareness. A workshop on Environmental Awareness and Waste Management" has been organised by the college in collaboration with ICT Academy from 5th June, 2022 to 9th June, 2022 for a greater change.
7. **Collaborations and MoUS :** The institution collaborates with various institutions, organizations and associations for academic and administrative purposes. A total number of 14 MoUs have been signed with different institutions and associations in last five years.
8. **Extensions services:** The college adopted Goshai Chapori village as part of community service in the year 2017. Camps and extension programmes are regularly organised in the adopted village as well as in nearby educational institutions on various issues such as awareness programmes on mental and physical health, preventive measures for Covid 19, social issues etc. Five villages hve been adopted under Unnat Bharat Abhiyan(UBA) in 2022.

9. Students capability enhancement:

- Introduction of Self Defence Course in 2021.
- Construction of Volley ball court in 2020.
- Awareness program on Mental Health in 2022.
- Establishment of Yoga centre with MoU with Vivekananda Kendra, North Lakhimpur.

File Description	Document
Upload any additional information	View Document
strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

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

Response:

The organizational structure of the institution is designed in a systematic manner for the effective administration, participative management and academic deliberation. The various levels of the structures of the institution are described below:

1. **The Governing Body** is a major stakeholder of the college constituted according to the UGC norms. Being the highest academic body of the institution, major decisions regarding administration, finance and academics are taken with prior approval of body. It consists of a President, Principal of the college as the Secretary, the Vice-Principal and Librarian as ex-officio members, a special invitee, two members nominated by the University, two teacher representatives, two guardian members, one woman guardian member and one member from the teaching staff.

2. **The Principal** is in constant contact with the members of the Governing Body for decisions pertaining to finance, recruitment of new faculty, infrastructure and other college-related issues and programmes, focusing primarily on the development of the college. The Principal is assisted by the Heads of the Departments, teaching as well as the non-teaching staff for enhancement of institutional qualities and effectiveness.

3. **The Academic Council**, which consists of the Heads of the departments and teachers headed by the Vice- principal, is responsible for the academic setup of the college.

4. **The Vice-Principal** is directly under the Principal of the college. They act as the Principal in-charge and might take necessary decisions for the college whenever necessary. The

Vice Principal is the head of all the academic responsibilities of the college and supervises the functioning of the academic council.

5. The **IQAC**, which strives to achieve quality enhancement. The IQAC has a significant role towards the implementation and maintenance of the overall quality of the institution.

6. **The Head of the Department** supervises the smooth operation of the respective departments. In order to achieve this, meetings on regular basis are conducted at departmental level. Decisions pertaining to the department which are related to both the curricular and extra-curricular activities are taken in these meetings presided mostly by the heads.

7. The college has various committees, cells and bodies to organize and scrutinize various issues such as anti-ragging, discipline, career counseling, community development, sports and culture, finance, construction etc. Each committee, cell or body is headed by senior faculty member as convener.

8. **Hostel committee** consists of the Principal, hostel superintendent, teacher members and student members. The hostel superintendent is responsible for administering issues concerning the college hostel and boarders. Security guards and watchmen along with other staff are appointed for administration of the hostel.

9. **The Student Council** is headed by the President who is elected democratically by the students as per guidelines of the Lyndoh committee. Along with the president, there are several other leaders of the council whose objective is to prioritize the betterment of the students. Various extra-curricular activities

are organized by the members of the council.

10. **The library** staffs ensure proper functioning of the library.

11. **The office and supporting staffs** extend support in administrative affairs.

File Description	Document
Upload any additional information	View Document
Link to Organogram of the Institution webpage	View Document
Paste link for additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

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

Response: C. 2 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP (Enterprise Resource Planning) Document	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The institution accentuates the welfare of its members, both the teaching and non-teaching staff for they are considered to be the major strength of an institution. The college takes care of the academic, financial, physical and psychological well-being of the members through various measures thereby cultivating a cordial atmosphere inside the campus.

1. Academic Welfare Measures:

i. Faculty members are granted duty leave to attend and participate in Seminars/ Conferences, Orientation and Refresher Course, Short Term Course, Faculty Development Programmes and any other professional

development courses.

ii. Provision for leave to pursue research activities including PhD as per government service rules.

iii. Separate reading room for teaching faculties in the college library.

iv. The college also organizes various training programmes for teaching and non-teaching members to train them about the modern ICT facilities.

2. Financial Welfare Measures:

i. The teacher's unit of the college provides financial assistance to its teaching and non-teaching staff members as and when necessary.

ii. Retirement benefits for teaching and non-teaching members as per the Government of Assam.

iii. Financial assistance during medical emergency.

Iv. The college has a Teacher's Welfare Fund and an Employee Welfare Fund run Teacher's unit and Office staff unit respectively. The primary function of this unit is to provide financial assistance (loan) to the shareholders at the time of need at a very reasonable rate of interest. Moreover, the shareholders get annual dividend as per their contribution at the end of every financial year.

3. **General Welfare Measures:** Apart from academic and financial welfare measures, the college also takes care of various other issues. Following is the list of such measures:

- Well-furnished staff common room.
- Canteen facilities for teaching and non-teaching staff.
- For the physical welfare of the staff, the college provides outdoor and indoor sports facilities.
- The college observes International Yoga day to familiarize the students and staff members about importance of such activities for physical and psychological well-being of an individual.
- With the boosting the spirit of the staff members, cultural and sports activities are organised in the college.
- The college has a day-care centre to look after the children of the staff members.
- Car parking facilities for teaching and non-teaching staff.
- Water purifiers and water cooler for clean drinking water.
- Sanitary pad machine for female staff.
- Hygienic lavatory facilities.
- Well-furnished departmental common rooms for faculty members and office cabins for non-teaching staff member with ICT facilities.
- Well-furnished IQAC room with ICT facilities.
- Leave benefits for both teaching and non-teaching staff as per government rules.
- Retirement benefits as per rules of Government of Assam.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 1.76

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

2020-21	2019-20	2018-19	2017-18	2016-17
01	03	00	01	00

File Description	Document
Upload any additional information	View Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 1.6

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

2020-21	2019-20	2018-19	2017-18	2016-17
03	02	02	01	00

File Description	Document
Upload any additional information	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 20.41

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

2020-21	2019-20	2018-19	2017-18	2016-17
20	16	07	05	04

File Description	Document
Upload any additional information	View Document
IQAC report summary	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

Lakhimpur Girls' College has an annual Performance Appraisal System for both teaching and non-teaching staff which is maintained on a regular basis.

1. With an objective to cultivate a healthy work culture, the newly appointed faculty members are introduced to a research based approach through an orientation program every year.
2. Each faculty member has to submit an annual report on their activities in the field of academics, co-curricular activities, extension activities and their contributions towards corporate and community lives.
3. The IQAC of the college takes initiative in verifying and authenticating the annual performance report submitted by the faculty members.
4. The teaching staffs have to submit the reports of their participation in seminars, conferences, orientation and refresher programmes, faculty development programmes, and any other research related activities in prescribed format provided by IQAC.
5. Along with the teaching staffs, the non-teaching staffs are also trained and briefed in ICT for their professional developments time and again.

6. The Departmental Promotion Committee verifies the documents submitted for the promotion of the non-teaching staff. The Principal and the IQAC Coordinator monitors the performance of the staff time and again.

7. The teaching and non-teaching staffs can avail duty leave to participate and join various professional development programmes and a report has to be submitted at the completion of the same to the authority and IQAC as well.

8. The IQAC also monitors and verifies the details of promotion of the faculty members and API as and when necessary.

9. The institution also takes pride in organizing various training programmes for the teachers in association with IQAC thereby enabling them to be updated in their professional fields.

File Description	Document
Upload any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Lakhimpur Girls' College conducts internal and external audits on a regular basis. The internal audit of the college is carried out by internal auditor (Chartered Account) appointed by the Governing Body of college as per government rules. On the other hand, the external audit is carried out by Audit Officer appointed by the Assistant Director of Audit (Local Fund), Govt of Assam. The internal audit of all the accounts of the college is followed by external audit. The college undertakes the following mechanisms for settling various objections and follows the recommendations given the auditors (in any):

Recommendations:

1. It has been recommended that the Cash Book should be maintained over a cloud spreadsheet tool along with the financial registers maintained by the college.
2. Training session for the office staff engaged in financial works has been recommended.
3. Scanned copies of Bills and Vouchers to be recorded and stored over cloud storage along with the hard copies.
4. Maintenance of separate tracker for TDS. Documents to be recorded in cloud storage.
5. In order to systematize Form 16 preparation and avoid clerical error, a consolidated Annual salary tracker linked with Form 16 to be prepared.
6. It is further recommended that a general workshop should be conducted for General Taxation rules and planning and investment planning.

Mechanisms for following the recommendation:

The college puts special emphasis in maintaining authenticity and transparency in all the financial dealings. The following are the steps taken by the college in following the recommendations given by the auditors.

1. The Cash Book and financial registers are regularly maintained by the college as per auditor's recommendation. Bills and Vouchers are kept as per the cash book.
2. The college organizes financial training programmes for office staffs every year.
3. Storage of scanned copies of Bills and Vouchers of all the financial dealing in cloud storage is under process.
4. Workshops and training programmes are conducted now and then for effective financial mechanisms.

File Description	Document
Paste link for additional information	View Document

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college mobilizes funds from internal and external sources and makes necessary arrangements for optimal utilization of resources available to the college. For this, and also to check misuse of the same, various mechanisms are designed along with internal audit by C.A and external audits by Office of the Assistant Director of Audit (Local Fund Audit), Govt. of Assam. The external sources include:

1. The college receives grants from RUSA under 2.0 -

1. **Infrastructure grant** includes civil works such as construction and renovation. The college renovated the library and a new RCC building is under construction.

2. **Fund for Non-civil works** includes resources for lab equipment, books and journal, e-resources and sports facilities. A language lab and a volley ball court have been constructed by the college in 2019 and 2020 respectively.

- The college applies and receives funds from UGC for General Development Assistance and Specific Project now and then for various certificate courses, research projects, construction etc.
- Fund received from State Government specifically to purchase books and journals, lab equipment and for students' welfare.
- Funds received from National Service Scheme under Dibrugarh University.
- Resources generated by Eco Club of the college under Ministry of Environment and Forest, Government of Assam.
- Funds generated from Alumni Association.
- ICSSR grants for organization of seminars.
- Resources are mobilized through the sponsorship of IISER, Pune.
- Award money for students excelling in various subjects sponsored by philanthropist.

The internal sources includes-

1. Admission fee from students. However, the fees of students availing free admission are granted by the government of Assam.
2. Hostel fee from students.
3. Examination fee from students.

Optimal utilization of resources

The colleges ensures advancements in terms of classroom teaching, sports and cultural activities, extension and field trips, celebration of national and local festivals and research activities. The total amount of admission fees is deposited in the General account of the college and further transferred to the following accounts:

1. Establishment and Building account
2. Students' Union account
3. Electricity account
4. Library account
5. Students' Welfare account

Utilization of resources:

1. Allocation of fund for sports, academic and cultural activities.
2. Remuneration for part-time teachers and staffs.
3. Maintenance of infrastructural facilities from Establishment and Building account.
4. Excursion and extension activities.
5. Financial aids and fast aids for students.
6. Seminars, workshops, popular talks by invited guests, training programmes and similar activities

are carried out.

7. Budgetary allocations for celebration and observation of national and local festivals.
8. Utilization of funds for career counseling sessions, self-defense training, counseling sessions for mental and physical health.
9. Extension activities in the adopted village.
10. Maintenance of green and healthy environment.
11. Recurring expenditure of lab equipment and maintenance of IT infrastructure.
12. Utilization of hostel fee for maintenance of college hostel.
13. Examination fee in conducting examination.

It is to be noted that the Governing Body gives necessary guidance to the Principal regarding the financial decisions.

File Description	Document
Upload any additional information	View Document
Paste 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

Response:

Internal Quality Assurance Cell (IQAC) plays a significant role in institutionalizing quality assurance strategies and processes. It identifies plans, executes and monitors the parameters of qualities such as curriculum, teaching-learning, examination and evaluation, research, extension activities, infrastructure, governance etc.

Practice I : Participation in various assessment processes:

The institution strives for competency in various aspects thereby participating in various assessment processes. These assessment processes enable the institution to undergo systematic modifications to deal with the limitations of the same and stand at par with other institution of national standard. The institution participates in the following assessment processes:

1. National Assessment and Accreditation Council (NAAC): The college undergoes NAAC assessment every five year to ensure credibility in terms of education, research, faculty, finance, infrastructure etc.
2. National Institutional Ranking Framework (NIRF) : The institution participates in this national ranking framework to ensure quality education to students.
3. All India Survey of Higher Education (AISHE) : The institution undergoes this survey to realise its

status in the higher education.

4. Academic and Administrative Audit : To ensure qualitative approach in the administration and academics of the institution, regular audits are carried out in a systematic manner.

Practice II : Mentorship Programme:

To bring a qualitative change in the institution, a mechanism of mentorship programme was introduced. The IQAC takes special initiative in the implementation of this programme.

1. Each department is assigned with the responsibility of executing the programme.
2. The departments create separate groups of students (Mentee) and each faculty (Mentor) is allotted a group for further progress.
3. Mentoring or remedial classes are conducted by the department every semester.
4. Academic concerns such as result analysis, curricular and co-curricular activities, career prospects, sports and cultural activities etc., are communicated between mentor and mentees.
5. Apart from various academic concerns, mentorship programme put emphasis on the mental health of each and every mentee. Counselling sessions are done with the objective of creating consciousness among the mentees regarding mental health and well-being.
6. The programme takes special care for the slow learners through remedial classes thereby enabling them to progress at par with the other students.
7. Special emphasis is given to final year students for their further progression in terms of career.
8. The college strives for holistic development of the students and mentorship programme is a significant attempt to accomplish the same.

Furthermore, the institution through IQAC encourages the teachers to participate in various faculty development programmes so that they are updated with the latest developments in their respective fields. Apart from these, IQAC takes initiatives in organising numerous awareness camps and programmes on various social, economic, political and educational fields.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The institution assigns the IQAC to reviews and monitor effectiveness of the teaching-learning process, structures & methodologies of operations, and learning outcomes of the college at periodic intervals.

1. **Regular Assessment of Academic Environment:** IQAC ensures that classes are held as per the academic calendar of the college by assigning the responsibility of preparation of class routine to Routine committee.
2. **Course plan:** The department Heads are instructed to monitor proper distribution of syllabus among the faculty members which will further help in completion of the same within stipulated time period.
3. **Internal Assessment and Result Analysis:** Sessional examinations are conducted on regular basis along with seminars and group discussion to ensure effective internal assessment. IQAC also monitors that the semester results are analysed by the departments in the meetings of Academic council held on regular basis.
4. **Academic Council:** Regular meetings of the Heads of the department are conducted to discuss matters concerning classes, curriculum distribution, results etc. along with the IQAC coordinator. In case of any discrepancy in terms of the academic activities, effective measures are adopted to tackle the same.
5. **Remedial measures:** IQAC ensures that every student is equally benefited by the classroom lectures and thus remedial actions are taken by the college for students with poor performances in examination.
6. **ICT:** Latest ICT tools, LMSs and methodologies of the teaching-learning process are in place and used in the college and properly utilized for the overall benefit of the institution. The institution specifically uses the following tools and resources :

1. Zoom
2. Google Classrooms
3. Google Forms
4. N-LIST
5. Google Meet
6. PPTs

1. **Faculty Development Programmes:** The faculty members are encouraged to participate in various courses concerning the teaching-learning process including Refreshers Courses, Orientation programmes, and other faculty development programmes.
2. **Learning Materials:** The college through IQAC confirms that a sufficient number of relevant books and journals are available at the college library. In short, every measure is being taken by the institution to cultivate a healthy and effective teaching-learning process in the college.

File Description	Document
Paste link for additional information	View Document

6.5.3 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)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO)**

Certification, NBA)**Response:** B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	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 during the last five years.

Response:

A pioneering institution for the education of women, the activities undertaken by Lakhimpur Girls' College falls under the umbrella of gender sensitivity. The College realizes the fact that gender sensitivity can be achieved only when the members of the college recognize the privilege and discrimination around gender. In order to reduce the biases and barriers associated with gender, the college follows several protocols related to the same. The college achieves sensitivity towards gender, and safety for the students as well as the female faculty members through the following:

- Safety and Security:

1. The Internal Complaints Committee (ICC) is committed to the safety of the students. The committee listens to the plight of the students and helps them in cases which are directly related to their physical and mental well-being. This cell also addresses the problems that might be faced by the female faculty members and tries to solve them accordingly.
2. The Anti Ragging Committee of the college ensures a ragging-free and safe campus for the incoming students.
3. The Grievance Redressal Committee of the college looks into the grievances and complaints of the students, and addresses the issues accordingly. Three Grievance boxes are located inside the college premise, where the students can drop their complaints and issues, anonymously or otherwise. The students can also mail their complaints and grievances in the email ID circulated for the cause.
4. The Women's Cell of the college undertakes several actions pertaining to gender sensitivity and equality. Under the aegis of the Women's Cell, a Self-Defense Course was set up for the students in order to make them capable of protecting themselves.
5. Two hostels, one for PG students and one for UG students, have been constructed within the college campus with round-the-clock security facilities.
6. 24-hours security is available in the college premises as well as the college hostel for the safety of the day-scholars and the hostel boarders.
7. CCTV cameras are installed in the college campus as well as the college hostel for the safety and security of its students as well as the faculty members.
8. The security staff of the college maintained the necessary Covid-19 protocols and ensured proper action in accordance to the government-regulated protocols.
9. An incinerator is installed in the hostel premise for the maintenance of hygiene of the students.
10. A fully-functional gymnasium is located in the college campus, which is accessible for both the teachers and students.

- Counselling:

1. A Stress Management Committee is also in existence in accordance with the functions for gender sensitivity. This committee focuses on managing stress levels of students and prioritizes their mental health. They also provide personal counseling sessions to the students in need.

2. A functional Career Counselling Cell caters to the present needs of the students in terms of their careers and future prospects.

- Common room:

1. Common room with an attached washroom is available to the students, which also consists of seating arrangements and mirrors, where they can take respite and rest comfortably.
2. A common room for teachers with an attached washroom is available for the female faculty members.

- Day Care Centre:

1. A day care center is located in the ground floor of PG hostel. The facility can be availed by the male and female faculty members alike.
2. This facility can also be availed by students as well as working parents outside of college.

File Description	Document
Link for annual gender sensitization action plan	View Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: B. 3 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

The College ensures that different types of degradable and non-degradable wastes are properly managed, maintained, and disposed. This is done mostly through solid and liquid waste management. An MoU has been signed between Lakhimpur Girls' College and AINA Welfare Foundation on 21 June, 2022 on effective E-Waste Management, Solid Waste Management, and Waste Recycling System. The steps are as follows:

- **Solid waste management:**

1. Bio-degradable and non-degradable waste bins are placed in classrooms, administrative building and academic buildings.
2. These wastes are collected every day. Biodegradable wastes are disposed in compost pits, which are later on used as fertilizers for the college gardens. Some portion of the biodegradable wastes, especially from the hostels, is reused as food and fodder for cattle.
3. Non-degradable wastes are moved to municipality waste bins for further treatment.
4. A separate solid waste incinerator is located in the Girls' hostel for non-degradable waste management.

- **E-waste management:**

1. E-wastes such as computers, batteries, and other electrical and electronic parts are sold directly to vendors, which ultimately leads to their safe disposals.

- **Liquid waste management:**

1. Liquid wastes from toilets and lavatory are disposed off in soak pits.
2. All the soak pits are connected with the toilet blocks of the buildings in the college premise.

- **Hazardous chemicals and radioactive waste management:**

1. Since most of the practical classes encompass the use of hazardous substances, the department of chemistry has a thorough system of disposing such chemicals.
2. It consists of a normal water filtration technique, where the chemicals and other such liquids are filtered and diluted. This diluted filtrate waste is further disposed in soak pits located near the Department of Chemistry.

File Description	Document
Any other relevant information	View Document
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	View Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

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

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document
Link for any other relevant information	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

- 1.Green audit
- 2.Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions / awards
- 5.Beyond the campus environmental promotion activities

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Certification by the auditing agency	View Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1.Built environment with ramps/lifts for easy access to classrooms.
- 2.Divyangjan friendly washrooms
- 3.Signage including tactile path, lights, display boards and signposts
- 4.Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: C. 2 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document
Geotagged photographs / videos of the facilities	View Document
Link for any other relevant information	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

From its genesis, Lakhimpur Girls' College has sought to create opportunities for women, both in the academic sphere and otherwise, and has continuously worked on uplifting the condition of women in the society. Situated in the district of Lakhimpur in Assam, which is home to various communities, the college has kept on striving for the betterment of these communities by making education accessible to the

younger generation of girls from such background. The college has also been able to make education feasible for girls with a weak economic background. Being situated in a place where the cultural impact of one's community plays a huge role in developing and shaping the individual, the college puts immense impetus on enabling the students to flourish and thrive in activities which resonates with their cultural background. In accordance of the enormous cultural momentum of the region, the college motivates and engages the students by administering cultural and artistic programmes time and again. Some of the efforts and initiatives are listed below:

1. The celebration of "Hindi Diwas" by the Department of Hindi.
2. Instituting regional holidays like "Me-Dam-Me-Phi" and "Ali Aye-Ligang".
3. A total number of thirty-three restricted holidays have been provisioned in the holiday list provided by Dibrugarh University in accordance with the list put forth by the Government of Assam, which is followed by the college.
4. The staff is provided with opportunities to utilize two restricted holidays in accordance to their own linguistic communities and cultural identities.
5. Encouraging the students to showcase their cultural heritage and providing them the platform for the same through the organization of functions like college week, freshmen social, intercollege youth festivals amongst many.
6. With the noble objective of promoting the cultural heritage of Assam, a 'Bhaona' was performed by the teaching and non-teaching staff of the college on 25th October, 2019. The 'Bhaona', which depicted the "Kurusandhya" episode of the Mahabharata, was staged in a temporary Namghar constructed on the college playground. The Bhaona was preceded by a month-long 'Akhora' in the college indoor stadium, while adhering to the traditional conventions followed during the rehearsals of the same in Assamese society.
7. The celebration of "Fateha-E-Dwaz Daham" organized by the College inside the college premises, where all the members of the College take part in the festivities, thereby inculcating the spirit of religious tolerance and harmony.
8. Festivals related to certain communities like Sati Sadhani Divas and Su-Ka-Pha Divas have also been standardized and incorporated within the holiday list of the college.
9. An informal "Husori" group has been formed by the faculty members of the college and a few like-minded people of the locality to celebrate the festival of Bohag Bihu (Assamese New Year). In regards to this, the husori group visits the residences of other faculty members, and the hosts are free to contribute offerings, mostly monetary, as tokens of respect and appreciation. The monetary offerings are then used to help certain students in need and other such welfare initiatives.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document
Link for any other relevant information	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The college takes immense pride in inculcating the constitutional spirit within the members of the college. It has done so in the following ways:

1. The College commemorates International Yoga Day every year.
2. The observance of a road safety rally "Sadak Suraksha Jeevan Suraksha" on 13th February, 2021, on the occasion of National Road Safety Week by the NSS of the college.
3. A Voter's Awareness Programme through street play was conducted within the college premises on 11th March 2021. The programme was organized by the District Administration of Lakhimpur, in association with a local NGO.
4. On 14th March 2021, the Department of Political Science as well as the faculty members of the college organized a cycle rally in order to raise awareness amongst the people regarding the right to vote.
5. On the eve of the Legislative Assembly election in Assam, the Department of Political Science in association with NCC of Lakhimpur Girls' College began an awareness drive on social media on 23rd March, 2021.
6. The conduction of Voter's Awareness Programme at the college campus by Mr. Rakesh Banik, the first para-cyclist of North East on 24th March, 2021.
7. Awareness program on "Beti Bachao Beti Padhao" by the NCC every year.
8. The celebration of "Constitution Day" on 26th November every year by the NCC, which was done in collaboration with the Department of Political Science in the recent semester.
9. The observance of "Human Rights Day" on 10th December every year by the Department of Political Science.
10. Institutionalization of Safai Abhiyan and tree plantation on the occasion of Gandhi Jayanti on 2nd October by the NCC.
11. Election of Lakhimpur Girls' College Students' Union is done in a democratic way, in accordance with the Lyngdoh Committee.
12. Flood relief camps are organized in the time of need.
13. Blood group identification camps and blood donation awareness camps are organized.
14. Drug Awareness programmes are also organised by the college time and again.
15. Awareness on HIV-AIDS are also conducted in the college for the benefit of the students.
16. Under the Government scheme "Ek Bharat Shresta Bharat", the college organized an educational tour for the students to Rajasthan.

File Description	Document
Link for any other relevant information	View Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

Response: C. 2 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document
Code of ethics policy document	View Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The college celebrates several national festivals and birth/death anniversaries of famous personalities in order to inculcate a spirit of patriotism, develop knowledge regarding the festivals and celebrations of other religions and cultures. The college strives to strengthen solidarity and unity through the same. Festivals listed below are celebrated by the institution:

1. The Tithi (death anniversary) of Srimanta Sankardeva: This day familiarizes the students regarding the celebrated persona of Assam, Srimanta Sankardeva.
2. National Voter's Day (25th January): This day is celebrated in order to generate awareness amongst the students regarding their constitutional right of voting.
3. Republic Day (26th January): The day is celebrated to instill the students with the constitutional obligations as the citizens of this country.
4. Saraswati Puja: The festival is celebrated to worship Goddess Saraswati, with the belief of progression of the academic careers of the students.
5. National Science Day (28th February): To commemorate National Science Day and bring awareness regarding the recent advancements in the field of science.
6. World Water Day (22nd March): to inculcate awareness on water conservation and the significance of water.
7. World Environment Day (5th June): to promote resistance to climate change and enlighten the students regarding the protection and security of the biodiversity.
8. Independence Day (15th August): To celebrate the nation's independence and develop the spirit of brotherhood and fraternity.
9. Fateha-E-Dwaz Daham: Inculcating the spirit of religious harmony and tolerance, the college also witnesses the celebration of Fateha-E-Dwaz Daham. All the staff and students, irrespective of their religion, take part in the celebration.
10. Teacher's Day (5th September): The celebration of Teacher's Day in order to appreciate the efforts

of the teachers of the college.

11.Hindi Diwas (14th September): The celebration of Hindi Diwas, which commemorates the language.

12.Human Rights Day (10 December): The celebration of Human Rights Day, which delves to make the students aware of their basic rights.

File Description	Document
Link for Geotagged photographs of some of the events	View Document
Link for any other relevant information	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	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:

Best Practice I: Life Skills and Women's Health

Objectives

- To encourage the students to learn about various vocations apart from academia.
- To expand their career options by teaching them about self-sufficiency.
- To help them gain mastery over various skills that might help them in their future.
- To promote a healthy life style and inculcate a positive attitude towards their mental health.

The Context:

In order to make the students competent for their future, the college facilitates the advancement of life skills. Lakhimpur Girls' College wanted to initiate a procedure which helps its students to be trained in viable life skills, thereby enabling them to improve their career opportunities in the future. To meet these demands, the college encourages the development of life skills which will benefit the students in the future.

The college also puts the health of its students in the forefront. Being a pioneering women's college in the North bank of Assam, the onus of uplifting the condition of women in the society falls upon the college. Therefore, the college has always been dedicated towards engaging the students and educating them on the importance of their health, both physical and mental. In order to make this engagement successful, the college has been conducting programs on the basics and importance of women's health.

The Practice:

- The NSS unit of the college in association with Azad Health Club, North Lakhimpur celebrated the 3rd International Yoga day on 21st June, 2017.
- Observed "National Nutrition Week on the theme "Optimal Infant and Young Child feeding practices: Better child health" at the college premise on 7th September, 2017.
- Observed "World Food Day" on the theme "Change the future migration, Invest in food security and rural development" in the department of Home Science on 16th October, 2017.
- Organized a special talk on "Role of probiotic on health". The talk was delivered by Dr. Kailash Bhattacharya, Professor and Head of Bio-chemistry, Guwahati Medical College at department of Home Science on 24 March, 2018.
- Organized a symposium on "Climate Change Extreme Events and Disaster Risk Management" on 30th October, 2018.
- The Career Counseling Cell in collaboration with Tata Consultancy Service (TCS) Kolkata conducted a 100-hours Affirmative Action Training Programme from 6th June, 2019 to 23rd June, 2019.
- Installation of a sanitary pad machine in the college library on 10th June, 2019.
- A career counseling session was conducted by Assam Downtown University at Lakhimpur Girls' College on 18th February, 2020 on various career prospects after graduation.
- In order to introduce and encourage their students towards social entrepreneurship, the Department of Economics organized an educational tour to Vidya: The Living School in Subahi, Dhemaji on 22nd February, 2020.
- A counseling programme on career prospects in Film and Television Industry was organized in the college on 11th March, 2020.
- During the pandemic, several webinars focusing on the implications of Covid-19 on mental health were also organized. "Mental health challenges during COVID-19 pandemic" and "How to Beat Stress and be Motivated" were two such webinars.
- Organized a lecture session on "Horticulture" and "Breast Cancer" on 2nd March, 2021.
- A month-long self-defense course was conducted on 3rd December, 2021 by the Career Counseling Cell and Women's Cell, Lakhimpur Girls' College in association with Taekwondo Association, Lakhimpur.
- A socio-economic field study was conducted by the Department of Economics on 17th December, 2021. Under this, the faculty members and the students of the department visited Bokota, Sibsagar, where most of the villagers are self-employed. Almost all the villagers are engaged in cottage industries, mostly bamboo handicrafts.

Evidence of Success

A few evidences of the success after the implementation of the best practice are listed below:

- The good habits of yoga have been inculcated within the students. This can be seen through the following:
 1. Apart from winning the best team award in Dibrugarh University Inter-College Yoga Competition at HPB Girls' College, Golaghat on 24th January, 2017, the college also won all the three prizes in female section in Dibrugarh University Inter-College Yoga Competition held on 5th February, 2018.
 2. Puspanjali Senapati, a student from the Department of Zoology, created a world record of "The longest time to perform Surya Namaskar" for International Book of Records on 21st January, 2021. She performed Surya Namaskar for 75 minutes 40 seconds long and did 135 sets of Surya

Namaskar.

- The students were accustomed to the survival skills required during the time of natural calamities and disasters.
- The students were able to benefit from the sanitary napkin dispenser installed in the library.
- The students also gained knowledge and were able to gain awareness on breast cancer, its early symptoms and the care after prognosis.
- With the advent of the self-defense course, the students became competent and capable of defending themselves physically if the need ever arises.

Problems encountered and Resources Required:

The effective implementation of the practice was successful, albeit not without obstacles. While executing the practice, a few problems emerged. Some of them are listed below:

- Students' participation in the initial stage of implementation of the practice.
- Availability of resources and materials for implementation of life skills training.
- Limited number of organizations for collaboration to implement the practices.
- Challenges pertaining to the measurement of success.
- COVID-19 pandemic hampered the effective implementation of the practice
- Because of linguistic diversity, the medium of communication in several programmes became an obstacle for the participants involved.
- Allocation and mobilization of funds for organizing programmes pertaining to best practices is a challenge.

In order to efficiently administer the practice, a few resources were essential. The following are a few of the resources crucial for the systematic implementation of the practice:

- Resources related to health and hygiene were required.
- Classrooms and equipment related to certain life skill practices were required.
- Subject-specific experts were required for certain programmes.
- Procurement of sanitary napkins and installation of sanitary napkin dispenser.

Best Practice II: Community Service

Objectives:

- To instill the spirit of kindness and cooperation in the students.
- Giving back to the same community which provides help and support to the college and its members.
- To develop loyalty and dedication of the students towards the community.
- To help the weaker sections of the society by providing them with opportunities for their improvement.

Context of the Practice:

Situated in the district of Lakhimpur in Assam, which is home to several tribal and linguistic communities, the college has kept on striving for the betterment of these said communities by helping them out however necessary. Due to its location, a huge degree of responsibility related to community welfare falls upon the college. Most of the students belong to communities that require guidance and support in several fields. In regards to this, the college has implemented and adopted community service as one of its best practices.

The Practice

The college's implementation of the practice in the last five years is listed below:

- An outreach programme was conducted by the college at North Lakhimpur Girls' Higher Secondary School and North Lakhimpur Town High School in 2016. Under this initiative, the few teaching faculty of the college gave classes to the students of the aforementioned schools.
- Organized a free blood group identification camp and blood donation camp in Badhakara High School, Lakhimpur on 16th September, 2017.
- The college adopted Gosai Chapori village on 14th November, 2017. A health check up camp was organized on the occasion of World Diabetes Day in the village.
- Observed "World Diabetes Day" at Gharmara Gosai Chapori Prathamik Vidyalaya on 14 December, 2017.
- Organized an awareness programme on "Drinking water quality and its impact on health" at Mohaijan Jatiya Vidyalaya, Mohaijan on 9th February, 2018.
- A presentation on habit formation of pre-school child and nutrition required during adolescence period was presented by students of Home Science Department, Lakhimpur Girls' College at Gharmara Gosai Chapori LP School on 24 February, 2018.
- Organized a five days camp at Gosai Chapori Village from 19th February to 23rd February, 2018. Fifty NSS volunteers and ten teachers of the college participated in the camp.
- A five days participation programme of hearing impaired children at Chinatolia was organized 9th April to 14th April, 2018.
- Organized a free blood group identification camp and blood donation awareness camp at Kakoi Rajgarh High School on 29th September, 2018.
- A special camp was organized by the NSS unit in the adopted village of Lakhimpur, Gosai Chapori from 16th February, 2019 – 22nd February, 2019 on the theme "On Adolescent Period and its Associated Psychology" by Dr. Shamiul Akhtar Borbora, Psychiatrist, North Lakhimpur Civil Hospital.
- A speech on "Nutrition and Good Health" was delivered at Krishi Vigyan Kendra, Lakhimpur on 8th March, 2019 on the occasion of International Women's Day.
- Celebration of "National Nutrition Week" at Madhab Dev M.E and High School, Karhaichapori, Lakhimpur on 7th September, 2019.
- Organized an RSETI and UBI training program on "Cutting and Tailoring" from 19th September, 2019 – 29th September, 2019.
- The Students' Union of the college participated in a cultural show along with some differently abled children of the town in the college campus.
- The Students' Union of Lakhimpur Girls' College had undertaken the noble act of distributing food to the needy and differently-abled individuals of the locality on 15th February, 2020.
- Conducted an awareness program on 19th March, 2020 regarding COVID-19 and its preventive measures in Gosai Chapori village.
- The production of hand sanitizers was initiated by the Department of Chemistry and the same were distributed to the needful in the college's adopted village.

- During the first wave of the Covid-19 pandemic, the college was converted into a Covid Care Center, for a period of four months, for the people infected by the virus.
- Organized a free blood group identification camp and blood donation awareness camp at Angarkhawa Chariali High School on 13th February, 2021.
- The Eco Club of the college organized an extension program at Collegiate High School, Lakhimpur on 20th February, 2021 and at Lakhimpur Girls' Higher Secondary School on 4th March 2021.
- The informal "Husori" group of the college takes initiative to help the students belonging to the weaker sections of the society by funding their admissions and other such expenses.
- The Teachers' Unit of the college provided financial help in the treatment of Late Simanta Neog, a member of the college. The Teachers' Unit provides monetary help to the members of the unit in dire situations.
- The Ministry of Education (MoE), Govt. of India, has launched **Unnat Bharat Abhiyan** with an aim to connect institutions of higher education with local communities to address the development challenges through appropriate technologies. In accordance with the guidelines of MoE, the Unnat Bharat Abhiyan (UBA) Cell, of Lakhimpur Girls' College was formally formed on 19th April, 2022. In this connection, five villages have been adopted.

Evidence of Success:

1. Regular extension activities in the villages, including the time during the Covid-19 pandemic.
2. Organized several awareness programmes in different interior communities on mental and physical health, hygiene, and safe drinking water.
3. Students of the college actively participated in providing service to the community by distributing food and other essential items to the needy and differently-abled people of the locality.
4. Active involvement of NSS volunteers in community services.
5. Training programmes on skills like "Fast Food Stall Udyami" by the teachers and students to the women of the community, enabling them to earn a dignity of labor.
6. Two socio-economic surveys were conducted by the Department of Economics, Lakhimpur Girls' College at Gosai Chapori Village, North Lakhimpur; one before the adoption (2016-2017) and one after the adoption (2020-2021). Since the adoption of the village, the college has organized various awareness programmes and extension activities. The latest study, therefore, analyses the efficacy of the adoption.

The study surveyed 36 households, which covered 216 respondents. After conducting the recent field study, the following information has been found:

Indicators	2016-2017 (in %)	2020-2021 (in %)
Literacy Rate	86.67	92.6
Mean schooling of the household head	7	8
Graduate and above	7	10
Joint family household	12	11.1
Nuclear family household	88	88.9

Change has also been found in the income and educational status:

Annual Income	2016-2017 (in %)	2020-2021 (in %)
Below 50,000	36.7	22.2
50,000-100,000	13.3	16.7
100,000-150,000	23.3	22.2
150,000-200,000	6.7	13.9
200,000-250,000	6.7	11.1
250,000-300,000	6.7	8.3
Above 300,000	6.7	5.6

The study also surveyed the status of occupation of the respondents. The following table displays the comparison between workforce participation in 2016-2017 and 2020-2021:

Occupation/Activities	2017 (in %)	2021 (in %)
Agricultural and allied activities	39.07	32.78
Service	10.80	13.11
Self Employed	8.69	4.90
Casual Worker	42.16	49.21

The standard of living is one of the most vital indicators of an economy. The standard of living of Gosai Chapori Village had been measured through different indicators, which is shown in the table below:

Indicators/Services	Availability	% of availability in 2021	% of availability in 2017
Own House	34	94.44	100
Toilet, Sanitation facilities	32	88.89	83.33
Sources of safe drinking water	33	91.67	90
Electrification	35	97.22	86.66
Vehicle Facility	20	55.55	50
Bank account holder	34	94.44	93.33

The study reveals that after the implementation of the village adoption programme, the socio-economic condition of Gosai Chapori village has remarkably changed.

Problems encountered and Resources Required:

- COVID-19 pandemic and diverse linguistic groups of the locality hindered the effective implementation of both the best practices.
- Because of the busy schedule of the semester system the focus is mainly on the completion of the

syllabus.

- Medical personnel and equipment from Hospitals were required.
- Fund for implementation of the practice was required.

File Description	Document
Link for any other relevant information	View Document
Link for Best practices in the Institutional web site	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:

Women Empowerment as Institutional Distinctiveness:

Recognizing its privileged position in the sphere of women's education, Lakhimpur Girls' College consistently strives to empower women and enable them to be independent in every domain of their lives. The college continuously pursues to fulfill its social responsibility towards the women who might face severe marginalization because of their gender and economic background. The college makes sure to be helpful towards the downtrodden members of the society, who are mostly women who face severe backlash and negligible future prospects because of their individual identities.

The authorities, staff and other stakeholders of the college understand the importance of equal opportunities for women and therefore work for the same. The college endeavors to create a safe space for the students where they can inculcate a spirit of perseverance and determination, which will help them in their personal and professional lives as well. Keeping in mind the vision, mission and objectives, the college thrives to create a pool of highly capable and competent women. The main focus of the college is to uplift the students in their respective communities in particular and the society in general. In order to do so, the college follows a thoroughly mapped out plan to implement measures for empowering women. Irrespective of their backgrounds, the students are motivated to pursue a qualified career, an empowered future and a bright life in general.

In regards to the vision, mission and the objective of women empowerment, the college has realized the following:

1. The teaching process of the college is fully focused on empowering women. The college understands its responsibility as a pioneering women's institution in the North Bank of Brahmaputra. Therefore, the college always aims at educating students for their better career options and bright futures.

2. Special focus is laid on students who come from a weak socio-economic background. The Students Aid Fund of the college provides scholarship to economically weaker students who possess outstanding merit.
3. Apart from putting impetus on academics, the college thrives to develop the students' talents in sports and other co-curricular activities. The college provides opportunities to talented students to take part in competitions and if required, also dispenses financial aid for the same.
4. Gymnasium and yoga facilities are available to the students for their mental and physical wellbeing. The college takes pride in facilitating students not only in their academic careers, but also provides them with opportunities to strengthen them mentally and physically, thereby enabling their holistic development.
5. Three students from the college have been selected for Assam Youth Olympics 2022: two in athletics event and one in kabbadi.
6. The Career Counseling Cell of the college provides counseling session to students to prepare them for opportunities related to their career. The cell has been dutifully doing the required and has seen success in this regard.
7. The college facilitates the students with measures which helps them in their safety. A free 15-days Self Defense course had been introduced in the college on 5th December 2021, with the aim to make the students capable of defending themselves and people around them in the time of need.
8. The college also thrives to provide equal opportunities to each and every student, thereby emerging as an equal opportunity centre. In regards to this, the college resolves to provide education to differently-abled female students. Mary Kardong, a student with complete hearing and speech impairment, will be given free education during the entirety of her undergraduation programme.

File Description	Document
Link for appropriate web in the Institutional website	View Document
Link for any other relevant information	View Document

5. CONCLUSION

Additional Information :

Distance Education: Krishna Kanta Handiqui State Open University Study Centre of the College offers the following Degrees/Diplomas:

1. **Bachelor of Arts** in Sociology, Philosophy, Economics, History, Education, Political Science, Mathematics, English, and Assamese.
2. **Master of Arts** in Assamese, English, Economics, Political Science, and Sociology.
3. **Post-Graduate Diploma** in Mass Communication, Yoga and Geoinformatics.
4. **Diploma** in Journalism.

Integrated B.Ed. to be introduced: The College is planning to introduce Integrated B.Ed. Course. In this connection, the process is initiated and the Government of Assam has given necessary approval/NOC for the introduction of the course. The college has already applied for the necessary approval from the NCTE.

Introduction of Add-On Courses: Dibrugarh University has given the necessary approval to the college to start 8 (eight) new Add-On Courses from Session 2022-2023.

Community Services and Unnat Bharat Abhiyan: Lakhimpur Girls' College takes pride in being one of the premier institutions of the state working for the community. It has been working for the upliftment of the conditions of the local communities in general and the women in particular. Under Unnat Bharat Abhiyan, the UBA Cell of the college has adopted five villages to bring noticeable transformation in the life of the rural areas through appropriate technologies.

RUSA and Infrastructure Development: Under RUSA 2.0 (first installment), College Library is renovated and automated with SOUL 2. The Academic Building (Old) of the college is renovated, Language Lab is installed, and the construction of the new academic building is in progress. Allotment of Rs 17 lakhs has already been made by RUSA Assam to renovate/upgrade the Lakhimpur Girls' College campus under the campus development section (2nd installment) of RUSA 2.0 grant.

With the help of internal resources of the college and Alumni contribution upgradation of an existing classroom into a well-equipped seminar/conference hall has been undertaken.

As per the request of the Governing Body of the college, the Hon'ble Chief Minister of Assam and MLA Lakhimpur Constituency have already given assurance to the college to sanction an Auditorium with the capacity of 1000 people to the college which is an urgent need of Lakhimpur Girls' College.

Concluding Remarks :

Ever since its establishment in 1972, Lakhimpur Girls' College is working on its vision of imparting '.... quality education to build a strong foundation of the nation by preparing women for a world of quest, ambition and excellence'. In this journey, college has earned the distinction of being one of the premier institutions of women's education in the state of Assam.

Due to its social commitment, the college engages in various awareness programmes and workshops concerning the socio-economic issues of the local communities. During COVID-19 induced pandemic, college organised several awareness programmes on COVID-19. Individual teachers, officials and Principal of the college distributed foods to needy families according to their capacities and also gave financial contributions (two days salary) to the Chief Minister's Covid Care Fund. The hostel of the college was converted into a Covid Care Hospital for almost 5 months and the authority of the college provided all kinds of necessary help to the district administration in the time of crisis.

College understands the importance of NEP, 2020 and hence, looks forward to the effective implementation of the same. Moreover, college is planning for upgrading itself into a degree granting autonomous college as per NEP 2020 making a cluster with three neighbouring colleges and the process for the same is already under discussion. It would be of great help for the people of the state in general and women in particular if this mission is materialized.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years</p> <ol style="list-style-type: none"> 1. Academic council/BoS of Affiliating university 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>																				
1.2.1	<p>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p> <p>1.2.1.1. Number of Programmes in which CBCS / Elective course system implemented. Answer before DVV Verification : 17 Answer after DVV Verification: 02</p> <p>Remark : As per HEI given the programs ,Same program code considered as once. In this metric there are only 2 programs i.e . B.A , BSc are mentioned in provided document by HEI for CBCS implementation.</p>																				
1.2.3	<p>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>00</td> <td>00</td> <td>59</td> <td>46</td> <td>00</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>00</td> <td>00</td> <td>55</td> <td>120</td> <td>00</td> </tr> </tbody> </table> <p>Remark : Input edited as per HEI provided documents for clarification.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	00	00	59	46	00	2020-21	2019-20	2018-19	2017-18	2016-17	00	00	55	120	00
2020-21	2019-20	2018-19	2017-18	2016-17																	
00	00	59	46	00																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
00	00	55	120	00																	
2.1.1	<p>Average Enrolment percentage (Average of last five years)</p> <p>2.1.1.1. Number of students admitted year-wise during last five years Answer before DVV Verification:</p>																				

2020-21	2019-20	2018-19	2017-18	2016-17
603	533	561	499	485

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
597	533	557	499	485

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

2.1.2 Average percentage of seats filled against reserved 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:

2020-21	2019-20	2018-19	2017-18	2016-17
218	162	145	112	103

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
147	116	145	112	103

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

2.3.3.1. Number of mentors

Answer before DVV Verification : 59

Answer after DVV Verification: 57

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs 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:

2020-21	2019-20	2018-19	2017-18	2016-17
0.275	0	1.87	6	35.85

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0.275	1.009	2.32	6	13.36

Remark : As per documents provided by HEI, The year 2015 and 2014 will not be considered. So input edited accordingly.

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

3.1.3.1. Number of departments having Research projects funded by government and non-government agencies during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	1	1	10

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	0	1	10

3.1.3.2. Number of departments offering academic programmes

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
16	16	16	16	16

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
16	16	16	16	16

Remark : Input edited as per data provided by HEI.

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
11	7	3	1	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	18	2	1	2

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

3.3.1.1. How many Ph.Ds registered per eligible teacher within last five years

Answer before DVV Verification : 4

Answer after DVV Verification: 3

3.3.1.2. Number of teachers recognized as guides during the last five years

Answer before DVV Verification : 2

Answer after DVV Verification: 2

Remark : As per HEI provided data there are only 3 teachers mentioned in data template whose Ph.Ds are registered , So input edited accordingly.

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
11	11	13	6	5

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2	00	00	00	00

Remark : Input edited as per journals in UGC Care List.

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : This metric has been opted by HEI .

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

3.4.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1390	283	503	486	122

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1372	163	466	425	62

Remark : As per HEI provided documents , Input edited accordingly.

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

3.5.2.1. Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	2	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	1	0	0

Remark : As per given MoUs by HEI there are 7 MoUs , But one of them have not both parties signatures so it will not considered. Hence Input edited accordingly.

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 6

Answer after DVV Verification: 6

Remark : As per HEI provided the documents for clarification there are 6 ICT enabled classrooms.

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
30.64	20.5	1.87	2.73	1.0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0.969	20.2	0.831	1.85	0.33

Remark : In Infrastructure augmentation, only Furniture expenses are considered, So inputted accordingly as per HEI provided audited statements.

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

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

Answer After DVV Verification: D. Any 1 of the above

Remark : Input edited as per HEI provided the documents for e-ShodhSindhu.

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

4.2.3.1. Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4.99	3.88	0.67	2.81	0.93

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3.55	3.56	0.66	2.80	0.93

Remark : Input edited as per the Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs) provided by HEI.

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

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

Answer before DVV Verification : 120

Answer after DVV Verification: 47

Remark : As per HEI provided, there student data is of five days therefore the students total of five days is 326 and teachers data is of three days , therefore the teachers total of three days is 53. Hence the average of number of teachers and students using library per day over last one year is 47. So, inputted accordingly.

4.4.1 Average 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:

2020-21	2019-20	2018-19	2017-18	2016-17
32.71	56.33	38.19	53.55	7.79

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
20.98	28.63	23.23	31.62	9.24

Remark : Input edited as per the audited statements given by HEI for maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years.

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

5.1.1.1. Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1462	512	499	390	412

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1005	896	455	393	412

Remark : Input edited as per HEI provided documents for clarification.

5.1.3 **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**

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: C. 2 of the above

5.1.4 **Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

5.1.4.1. **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:

2020-21	2019-20	2018-19	2017-18	2016-17
645	785	750	850	950

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
73	101	167	114	260

Remark : As per HEI provided documents for clarification, there only two years of data mentioned. there are 101 students of year 2020 and 167 students of year 2018. year 2020-2021 data and 2017-18, 2016-17 data is edited from data template. So, Input edited accordingly.

5.1.5 **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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.) year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
27	07	09	01	00

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
18	04	06	01	00

5.2.3.2. 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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

6.2.3 Implementation of e-governance in areas of operation

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

31	17	06	05	05
----	----	----	----	----

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
20	16	07	05	04

Remark : Input edited as per HEI given documents for Clarification.

7.1.6 **Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

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

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

Answer After DVV Verification: A. Any 4 or all of the above

7.1.7 **The Institution has disabled-friendly, barrier free environment**

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: C. 2 of the above

7.1.10 **The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Answer before DVV Verification : B. 3 of the above

Answer After DVV Verification: C. 2 of the above

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of courses offered by the Institution across all programs during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
17	17	17	17	17

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
126	126	126	126	126

1.2 Number of programs offered year-wise for last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
17	17	17	17	17

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
03	03	03	03	03

2.1 Number of students year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1672	1567	1522	1584	1449

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1614	1567	1522	1584	1449

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
281	260	197	185	182

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
214	198	197	185	182

2.3 Number of outgoing / final year students year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
381	463	437	413	354

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
335	156	197	192	144

3.1 **Number of full time teachers year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
57	57	48	48	50

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
59	59	30	50	52

4.1 **Total number of classrooms and seminar halls**

Answer before DVV Verification : 45

Answer after DVV Verification : 40

4.2 **Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
126.32	106.3	57.15	86.87	116.33

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
21.949	48.83	24.061	33.47	9.57

4.3 **Number of Computers**

Answer before DVV Verification : 100

Answer after DVV Verification : 33