



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Lalit Chandra Bharali College
• Name of the Head of the institution	Dr. Amarendra Kalita
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03612675259
• Mobile No:	9435147991
• State/UT	ASSAM
• Pin Code	781011
2.Institutional status	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Gauhati University
• Name of the IQAC Coordinator	Dr. Jublee Goswami
• Phone No.	03612675259
• Alternate phone No.	9957181711
• IQAC e-mail address	iqaclcbcollege@gmail.com
• Alternate e-mail address	drjublee@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	https://lcbcollege.co.in/upload/aqar/1617956681.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://lcbcollege.co.in/academiccal.php

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	71.60	2004	08/01/2004	08/01/2009

6. Date of Establishment of IQAC 10/09/2004

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	NA	NA	2020-21	NIL

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9. No. of IQAC meetings held during the year

06

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?

Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report

No File Uploaded

10. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

A value added course was initiated by the department of Economics, Statistics and Mathematics

The green audit, energy audit and environment audit of the college was done for the year and action were taken on recommendations

An orientation program was conducted for the faculty members of the college as a periodic review of ICT usage

The Basanta Borooah Memorial award for best graduate in English was initiated from the year

Skill development programs for students were organised with resource persons from the industry

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Value added courses for students were planned to be initiated	A value added course was initiated and another one was proposed by the department of Economics, Statistics and Mathematics
The green, environment and energy audit were planned for the year	The green audit, energy audit and environment audit of the college was done for the year and several feasible actions were taken on recommendations
skill development courses/ programs were planned for the students	Several such programs were organised during the year
A 100% use of ICT by teachers were planned for the college	The target was accomplished with voluntary participation of teachers in several FDPs and workshops and the IQAC also organised programs towards this end
Incentive for encouraging advanced learners and also encourage slow learners were planned	Ratneswar Borooah Memorial award for best graduate in Science and Arts, Best Library user award was continued and another award for best graduate in English was initiated, besides other methods adopted by teachers

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, Lalit Chandra Bharali College	12/03/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	30/03/2021

15. Multidisciplinary / interdisciplinary

16. Academic bank of credits (ABC):

17. Skill development:

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):

20. Distance education/online education:

Extended Profile

1. Programme

1.1 Number of courses offered by the institution across all programs during the year	478
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File Description	Documents
Data Template	View File

2. Student

2.1 Number of students during the year	1019
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File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	623
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File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	156
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File Description	Documents
Data Template	View File

3. Academic

3.1 Number of full time teachers during the year	34
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File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	42
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File Description	Documents
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Data Template	View File
4. Institution	
4.1 Total number of Classrooms and Seminar halls	36
4.2 Total expenditure excluding salary during the year (INR in lakhs)	233.15319
4.3 Total number of computers on campus for academic purposes	106

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- Lalit Chandra Bharali College being affiliated to Gauhati University, adheres to the University curriculum.
- Contractual teachers are engaged wherever there are vacancies or shortages.
- Teachers are encouraged to participate in seminars, workshops, etc. for knowledge enhancement.
- Some of the teachers are also members of various bodies of the University contributing to curriculum reviews, assessment and evaluation.
- ICT, laboratory facilities and wi-fi are provided
- Institutional Academic calendar and the master time table are drawn up at the initiation of the session and put in the college website.
- The practice of course management and learning outcome delivery is scheduled, which is a innovative way of each teacher for attaining course outcome.
- An Orientation Programme is held for the new students on the working structure and academic calendar.
- The routine committee prepares the master time table and the individual departments schedule classes accordingly.
- The institution tries to design add-on courses for enhanced learning.
- The Central Library arranges for an orientation programme on the productive use of the library.
- Academic committee and teacher in charges of classes facilitates academic matters.
- Besides results of periodic assessment and end semester exam, IQAC monitoring and feedback mechanism and mentor ward system helps in appraisal of curriculum delivery

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Lalit Chandra Bharali College adheres to the Academic Calendar of the Affiliating University.

Within this framework, the college academic calendar is prepared and it is uploaded on the college website.

The calendar schedules the class days, tentative dates of internal and external examinations, different functions and events commemorated by the college and other activities.

The departmental academic calendars are prepared by the respective departments within the framework of the institutional academic calendar.

The departmental calendar complements the course management and learning outcome delivery practice of the teachers.

The departmental calendar schedules the academic and extracurricular activities for the session.

Curriculum based project work, field work including presentation and assessments and schedules : supplementary programs are incorporated in the academic calendar.

For continuous Internal Evaluation, mechanism of end semester examination, mandatory internal examination and course specific evaluation activities is followed and the tentative schedules are :

included in the departmental academic calendars.

The departments conduct internal evaluations of the Honors programs.

The internal examination other than honors programs are conducted by the internal examination committee as scheduled in the academic calendar.

The teachers sort out their evaluation strategies like class test, quizzes, assignment, seminar etc. as scheduled in the departmental academic calendars.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

36

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

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

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

04

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

40

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

40

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

1.3 - Curriculum Enrichment

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

The domain of curriculum design and modification is with the affiliating University. The courses of Gauhati University curricula integrate a host of contemporary topics through Honors Program,

Regular courses, Generic Electives, Skill Enhancement Courses and Ability Enhancement Compulsory Courses offered across departments, to help students critically examine issues related to as stated.

At the institutional level, different programs and activities are organized to supplement the curriculum so as to orient the students in the above paradigms of knowledge.

- Women cell of the college addresses the issues relating to gender and plays a very significant role in gender sensitization and initiate various activities in the context.
- As far as environment and sustainability are concerned the institution takes all possible steps to raise environmental awareness.
- The Extension Education & Community Welfare Cell, the Science Forum and the NSS of LCB College are engaged in various community outreach programmes, environmental awareness and responsibility services.
- Awareness programmes on an array of contemporary environmental issues are organized regularly.
- Constitutional and civic awareness programmes are organized.
- Respect and accountability in professional life are the part of the larger goal and philosophy of the College. The code of ethics upholds the same.

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

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

13

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

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

358

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni

A. All of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1520

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

363

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

LCB College teachers have always experienced students with diverse learning capacities. Teachers have evolved specific mechanism to assess the learning levels of the students by identifying as advanced and slow learners for catering them accordingly. All teachers conduct test to identify the learning abilities of the students per course.

Special programmes for slow and advanced learners are arranged at departmental/college level:

- Special need-based classes/ motivational sessions are arranged by the department to guide the slow learners separately.
- Mentors provide necessary guidance and motivational program are arranged.
- Students are encouraged to participate in extracurricular, cultural and academic programmes for boosting their self-confidence and personality development.
- Certificates to best library users are awarded from each stream.
- Advanced learners are given different kinds of responsibilities for fostering the value of teamwork and enhancing their leadership abilities.
- The advanced learners are encouraged for their responses, queries inside the classroom, their performance in test and assignments etc. are frequently monitored.
- Students are encouraged to participate in campus and off campus activities. Special career-oriented programs are arranged for such students.
- Incentives in the form of cash awards to the best graduates from each stream.

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

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

Number of Students	Number of Teachers
1019	34

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The teachers at the beginning of the session formulate the teaching plan wherein they set the units which are to be taught using different methods, such as experiential learning, participative learning and problem-solving methodologies. This is evident from the Course management and Learning outcome delivery mechanism. A range of learning experiences are thus offered to the students with the objective of imparting knowledge, skill and human values.

Experiential learning: Study tours, project and assignments are arranged for the students from every stream as part of their syllabus. To emphasize experiential learning different departments of our college, have been organising activities like workshops, study tour and report preparation, visit to institutions of higher learning, laboratories, and the like. The students submit reports on their findings of study tours or field trips.

Participative learning: Students are encouraged to engage themselves in participative learning and peer learning is believed to enhance learning abilities as well as enhance cooperation among peers. This kind of participation also helps to build confidence. Group activity such as group discussions, preparation of seminars, wall magazines are used.

Problem solving methodology: Project works, assignments, class quizzes and class works give ample opportunities to students for acquiring problem-solving skill.

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

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

Teachers of L.C. B. college have been using ICT enabled tools along with traditional methods for effective teaching learning. Students were taught the use of ICT through organizing seminars and power point presentations, submission of their home -assignments and project reports through e-mail to the teachers. Teachers used PPTs in regular teaching and visual-audio display is known to make class room teaching more effective. The number of teachers using ICT tools for teaching learning process has shown an increasing trend over the years. Moreover, some of the faculty members use the online portal of the college to upload their class notes for easy access by the students.

LCB college has one smart classroom, one seminar cum conference hall and seven classrooms with projector facility. ICT tools available in the college are LCD projectors, desktops and laptops, printers, scanners, pen drives etc. E-resources available are e-books, e-journals and remote access to e-resources. LCB college has 5 internet connection of bandwidth 100 MBPS and 1 lease connection of bandwidth 10 MBPS.

An ICT cell was also formed formally in September, 2020 by college authority with one teacher coordinator and four members to monitor the use of ICT use in teaching.

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

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

2.3.3.1 - Number of mentors

25

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

2.4 - Teacher Profile and Quality

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

34

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

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

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

21

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

417.59

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

As an affiliated college of the Gauhati University it adheres to the prescribed rules and schedule of the Academic calendar of the same.

- As per University guidelines, internal marks are awarded based on tests assignments/presentations and attendance. The orientation programme organized by the mentor: cell at the beginning of each session explains students about all these mandatory procedures:
- Besides the summative method of evaluation that is mandatory the course management and learning outcome delivery practice is suggestive of the formative approach to continuous evaluation of students through class test, quizzes, group activities, assignments, etc.
- Teachers display the students' performance in internal examinations on departmental notice boards. The teachers discuss the performance of their students in departments and offer suggestions for students for improvement. Students' attendance in the sessional examination mandatory which ensures a strict compliance of it.
- Matters relating to the internal evaluation process are discussed in Academic committee meetings. Moreover, examination committee provides for conduct of the mandatory internal evaluation.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://lcbcollege.co.in/sample_course.php

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

The college has a very transparent mechanism to address internal examination grievances.

- The schedule for the sessional exams are notified well in advance.
- Different departments conduct the exams for the Honors programmes according to the academic calendar.
- The internal examination committee is constituted to schedule and conduct the sessional examinations for other programmes.
- Notifications are circulated about the commencement of the exams on the notice boards and to departments.
- After evaluation of the scripts at the departmental level, marksheets are displayed in the departmental notice board and the scripts are shown to the students.
- Students have access to the answer scripts of internal class tests/exams, assignments and

project reports.

- Student grievances regarding the award of marks in the internal exams resolved at departmental level.
- Internal assessment marks are uploaded in the university website and a print copy is kept in each department. In the occurrence of a major issue like omission of sessional examination marks in the final examination, mark sheet, on priority basis such problems are dealt with.
- Grievances related to the External examination are dealt with by the examination committee; cases are routed through the office of the principal to the university for appropriate action.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Program outcome, program specific outcome and Course outcomes are parameters which shows the effectiveness of the teaching, learning and evaluation measures for the benefit of teachers and students both. So, at the outset it is of utmost importance that both teachers and students are aware of the same first.

LCB College is affiliated to Gauhati University and that the university prepares, modifies and periodically institutes change of curriculum for courses and programs for its affiliated institutions. Cos, Pos and PSOs constitute an integral part of the curriculum which are predetermined. Various mechanisms to measure the attainment of the PSOs, POs, and COs are also designed by the teachers through continuous internal evaluation in the form of sessional examinations, class test, quizzes, assignments, etc. besides the end semester examinations.

The teachers prepare and maintain the programme and course outcomes of the Programmes offered by the institution in their course files. This is evident from the course management and learning outcome delivery mechanism practiced in the institution. Besides, teachers at the departmental level conventionally brief students about course outcome and programme outcome in the introductory classes. Besides, all the departments provision the display of the same in their departmental spaces.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

The course outcome, program outcome and program specific outcome speak of the effectiveness of the whole process of teaching, learning and evaluation with which an institution of higher education is primarily associated with. The continuous internal evaluation methods designed by the teachers is a mode of measuring the attainment of the POs, PSOs, and COs. Various mechanisms to measure attainment of the PSOs, POs, and COs are also designed by the teachers through continuous internal evaluation. These are in the form of sessional examinations, class test, quizzes, assignments, etc. besides the end semester examinations.

Now, teachers evaluate the results of students to further boost their performances. This is part of the course management and learning outcome delivery practice. Besides, the end semester results, progression of students to higher education, clearing competitive exams and securing placements are all indicative of the same.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://lcbcollege.co.in/sample_course.php

2.6.3 - Pass percentage of Students during the year

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

156

File Description	Document

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

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire (results and details need to be provided as a weblink)

<https://lcbcollege.co.in/upload/ssr/1652165064.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

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

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

00

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

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

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

15

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

3.2 - Research Publications and Awards

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

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

01

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

07

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

It is the mission of the institute to equip students with skills and life values to generate social and environmental responsibility and to engage them in practices with the objective of promoting good citizenry. The NSS, NCC, the Extension Education, and Community Welfare Cell, the Women's Cell, and the Science Forum are committed to this end.

The NSS and the NCC practice national integration and social harmony, help to generate a sense of social responsibility, identify and address the needs and problems of the community and develop the capacity to meet emergencies. NSS volunteers are deputed for various government and non-government civil and social tasks. The NSS and the NCC unit organize various awareness programs in the adopted village of the Institution regularly. Special camps are organized in adjoining areas and programs are arranged to address the special needs of the community. The social impact is visible in the enthusiasm of the student volunteers to participate in the programs. Some of the programs include; In the current academic year Fit India Movement was commemorated. Health Club organized a Vaccination drive in the college for all stakeholders as well as neighborhood community on 05-10 2021.

File Description	Documents
Paste link for additional information	https://lcbcollege.co.in/upload/criteria/AQAR-3.3.1.pdf
Upload any additional information	No File Uploaded

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

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

00

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

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

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

04

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

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

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

427

File Description	Documents
Report of the event	View File

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

3.4 - Collaboration

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

02

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

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

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

03

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Within the limited physical expanse, the Institution has strived to provide adequate amenities required for teaching-learning. All together There are 28 classrooms in Block-A and Block-B. The Department of Computer Science and Electronics are equipped with 2 (two) full-fledged laboratories each. The departments of Economics and Statistics have their own Computer Laboratories cum classroom equipped with SPSS software. The Department of Mathematics also has a full-fledged computer laboratory with Mathematica software.

There is a Seminar cum conference hall with smart facilities, which is also used for teaching-learning purposes as and when required.

The Institution has also adequate computing facility in all the Academic Departments and the Central Library. Photocopying facility is available for the students and staff in the Central Library of the College for nominal rates.

There are eight(08) online UPS available in the college out of which two 10 KVA and one 2 KVA online UPS are in the Computer Laboratories of the Department of Computer Science; one 3 KVA and one 2 KVA online UPS are available in the Central Library, one 3 KVA online UPS each in the Department of Electronics and the Department of Statistics, one 2 KVA UPS in the Dept of Economics.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The college has a games and sports facility under the initiative of games and sports Secretary of the student's union body with a limited budget.

A teacher in charge supervise all the matters related to the games and sports.

Though the Institution has very limited space for sports and games inside the campus, the inadequacy is supplemented by hiring playground and sports facilities from nearby organizations

Indoor sports activities are arranged in the college campus.

The College has an Auditorium, Sports and Fitness Centre, NCC & NSS and Training and Placement Cell.

The college regularly organizes awareness programmes on Yoga besides observing the World Yoga Day.

The college organizes annual college week and freshman socials. Cultural activities/ programmes conducted throughout the academic year following the schedule of the Academic calendar, like Goalparia Lokgeet, Bhupendra Sangeet and Jyoti Sangeet; workshops on Mimes, Kamrupia Lokgeet, 'Galpakathan aru pathan' (Story Telling and Reading) "Kahini Geet". State cultural icons are celebrated on Shilpi Divas, Rabha Divas by inviting reputed artists for performances along with the students. The College also participates in the Youth Festival organised by Gauhati University and different Inter College competitions.

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

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

15

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

15

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

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

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

18831754

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

4.2 - Library as a Learning Resource

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

The central library of the college is automated partially using SOUL 1.0 ILMS developed by the INFLIBNET Centre, Gandhinagar, Ahmedabad and is upgraded to SOUL 2.0. The automation process was initiated in the year 2010 and it was implemented in practice in the year 2011 to provide its various services to the users like automated circulation system, Online Public access Catalogue (OPAC), etc. Barcode system is introduced in the year 2014. The whole collection of books and the members borrowers cards are linked with the SOUL software through Barcode, which is the additional strength of the library in maintaining accuracy and saving valuable time of the users. Library is also providing free Internet facility to the users including Wi-Fi.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

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

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

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

21674

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

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

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

29

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

4.3 - IT Infrastructure

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

The college has 2 servers (Lenovo Think Server) in the Central Library. There are six computer laboratories equipped with desktops having the latest configuration systems as per requirements the course curriculum.

The administrative office is partially automated in regard to various activities such as - maintenance of accounts, student's admission, different administrative works and the like and for which 5 desktops are used along with Printers and one Scanner in the office.

The Central library is partially automated with 02 servers and 15 desktops and 01 high speed HP Scanner along with 02 Printers.

7 laptops are available in the college for various academic and administrative works. Altogether 15 nos. of LCD multimedia projectors are installed in some of the classrooms, laboratories and seminar/ conference hall.

College campus is Wi-Fi enabled with one 10Mbps leased Internet connection, and four 100 mbps broadband internet connections.

The Desktop computers in the Computer Laboratories of the Dept. of Computer science and the desktops in the Central library are maintained under AMC with Elite Computers, Guwahati.

For other cases as and when required, the Institution updates its IT infrastructure by engaging professionals from outside agencies.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

144

File Description	Documents
Upload any additional information	View File
Student - computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. \geq 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

781342

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

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

- Planning and Development Committee looks after all the issues pertaining to the development the college.
- The College has AMC for periodic maintenance of major infrastructure viz. Generator; Computers, Photocopiers; College Automation Software and Website. Professionals from external agencies are also called for as and when required.
- The regular maintenance of the Computers/ equipment of the laboratories as well as the college is monitored by the laboratory Assistants. However professional expertise is sought for resolving technical problems.
- Four sweepers have been appointed for campus cleanliness.
- The entire college campus including classrooms are under CCTV surveillance.
- Security personnel is there to verify the credentials of visitors.
- Library books are organized using DDC scheme. OPAC facility is there using two computers along with free internet facility and wi-fi for the users.
- Laboratory equipments are maintained by the laboratory bearer and the expertise are sought as and when required.
- Fire extinguishers have been mounted at different places and renewed from time to time.
- The College a transformer with 250 KVA capacity.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1019

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

13

File Description	Documents

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above
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File Description	Documents
Link to institutional website	https://lcbcollege.co.in/upload/criteria/Programmes%20on%20Capacity%20Building.
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year
86

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year
86

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression
5.2.1 - Number of placement of outgoing students during the year
5.2.1.1 - Number of outgoing students placed during the year
03

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year
5.2.2.1 - Number of outgoing student progression to higher education

24	
File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

02	
File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

00	
File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The LCB College has a very involved Students' Union of elected student representatives. It takes active part for the overall development of the college.

The members of the Council are elected to the different portfolios by the means of ballot paper voting through a process conducted as per the recommendations of the Lyngdoh Committee. There are 10 members in this council of students .

The Students' Union is extremely proactive and are engaged in a wide range of activities. The President and General Secretary of the Students' Union are active members of the Internal Quality Assurance Cell. After every Students' Union election, new members are nominated to the cell. The students are the backbone of the administration coordinating with the teachers-in-charge for implementing policies of the institution like maintaining discipline,

The nationalistic dimension of the Students' Union is reflected in celebration of special days like Independence Day, Republic Day, Gandhi Jayanti, Teachers Day, and Martyrs' Day under the chairmanship of Principal of the college.

The Students' Union teams up for executing social and outreach programs like cleanliness drives tree plantation drives and a host of social awareness programs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

07	
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File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumni Association of LCB College is in the process of being registered. The Alumni of our College can also register themselves on the official website. Most of the faculty members of our college maintain a personal relationship with alumni and keep themselves updated about the achievements and positions of the ex-students.

Alumni activities are extant in some of the departments like Electronics, Education and Computer Science. They are invited for lecture programs, interactive sessions with the present students to exchange ideas and experiences and exploring avenues and prospects for progression. Knowledge enhancement rather than cash contribution seems to be the motto of the association. Hence they refrain from taking any remuneration for the program that they organize for the college.

An impressive number of alumni from Computer Science department and electronics department are placed in state and central government offices, public and private sectors. Alumni from computer science department are Assistant Professors of Gauhati University, IST, Computer Engineering Department, Tezpur University and the like.

Other departments, such as Education, Economics, Bengali, Hindi, History have also taken initiatives for such alumni meets at the departmental level. The Departments follow their own agenda for exploring the potential of their alumni

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

The Vision and Missions of the college are displayed through website, prospectus and signage. The college fraternity tries for the fulfilling of its vision. The vision and missions guide the policies and perspective plans and the working of all the institutional bodies.

The governing body is the apex body of the college and the principal serves as its secretary. The policies and plans of the college are prepared in consultation with all the stakeholders and are subject to the approval of the governing body. The administrative and various academic departments are governed also through the constitution of mandatory bodies viz. IQAC, IC, Staff council and the like, and supported by various committees and they work at par with the vision and mission of the college.

The faculty are involved in the planning and execution of academic, extension and outreach programmes to complement the curriculum and to attain the stated missions.

The plan document of the college includes both short term and long-term plans in the light of the vision of the college for ushering academic excellence. Again, for inculcating social responsibility and environmental awareness in the students' various plans are formulated and practices are directed towards this end.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Lalit Chandra Bharali College follows decentralization and participative management in all practices, policies and procedures in academics, administration and extra-curricular activities. An example of participative management and decentralization is the management of College Freshers Social. The event is planned in a meeting of the LCB College Students Union. The respective meetings are attended by the student representatives and the Prof. in Charge. In 2020-21 also the tradition was carried on. On the event day, an open meeting and cultural programs are arranged. The Principal of the College and invited Guest address the gathering during the open meeting. All the faculty members and students both new comers and senior students attend the event. The event is managed by the student representatives, NCC and NSS cadet volunteers and the Prof. in Charge and administrative staff. In 2020-21, the event was held in the Auditorium of ITA, Centre Machkhawa. Students of the college and invited artist performed in the cultural event.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The planning committee formulates the plans for the all-round development of the college and it is subject to the approval of the governing body and the principal cum secretary to the governing body is responsible for the execution of the same.

The recommendations of the Peer team of NAAC in the first cycle of assessment mentioned inter alia the enhancement of the college infrastructure along with horizontal and vertical expansion of the college building. This was therefore prioritized in the strategic plan of the college.

Block C has been constructed to accommodate the academic block on the first floor and some classrooms in the second floor.

The second floor classrooms are ICT enabled to enhance the academic environment.

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

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

The functioning of LCB College is guided by a truly democratic spirit.

The Governing Body of the college comprises of the principal, nominated Representatives from the University, two faculty members, office staff and two guardian members. It monitors implementation of the policies and decisions approved by it from time to time.

The principal cum secretary of the Governing Body does the execution of all plans and policies.

The academic departments are headed by the HOD, which is assigned to the senior most faculty on rotational basis.

The IQAC of the college plays a pivotal role in assessing and assuring quality in the teaching-learning and evaluation process.

The organisational structure of the library consists of the librarian, library assistant and subordinate staff.

The Administrative staff functions as an important support in the day to day functioning of the college.

Statutory Bodies, viz. internal committee, grievance redressal cell, anti-ragging committee are all constituted for ensuring the wellbeing of all stakeholders.

The LCB college students' union is democratically elected.

File Description	Documents
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Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://lcbcollege.co.in/upload/documents/1647334988.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

- The college is fully wi-fi enabled
- Separate departments are provided to the teaching staff
- Various faculty development programs are organized by the college for the staff
- The college authority grants permission to faculty for participating in refresher course, orientation programs, workshops, seminars and such other
- The college manages a non-formal, voluntarily consensual Thrift and Credit Society that dissolves every year. It provides financial assistance to the members at a reasonable interest rate.
- Short term advance facility is available for staff
- Faculty appointments prior to 2004 are eligible for pension benefits on retirement. Faculty after 2004 are covered under New Pension Scheme. GPF, gratuity and leave encashment are availed by retiring faculty as per norms.
- Life insurance is provided by the college in the form of a Group Insurance Scheme as per government norms.
- Remunerations are paid for performing duties in conducting or invigilation of external examination duty
- All leaves to teaching and non-teaching staff are given as per the guidelines of UGC and the Government of Assam.
- Health Check-up programs and awareness programs by the Health Club
- Yoga Camps for the teaching, non-teaching staff and students
- Drinking Water facility
- Newspapers, both local and national are made available
- College Canteen

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

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

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

non-teaching staff during the year

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

07

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

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

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

32

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

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

The institution has a mechanism of appraisal for teaching and non-teaching staff comprising of IQAC regulation, Annual Confidential Report (ACR), directives of the Govt. of Assam and student feedback.

The teaching, learning evaluation duties of the teachers are monitored by the head directly and the IQAC through the course management and learning outcome delivery mechanism of the college.

The academic audit is conducted by the principal on the performance of the teachers and the same has been done by external auditors.

UGC regulations 2010 and the subsequent amendments pertaining to promotion of teachers are followed by the institution. Teacher's performance in academic, co-curricular activities and research contributions are measured through a self-appraisal report specified in the Performance Based Appraisal System proforma for promotion under CAS.ACR of all the teachers is given by the principal and it constitutes an important part of the appraisal system.

The administrative audit is also an integral part of the appraisal of the non-teaching staff.

Students' feedback is taken through a structured questionnaire on various parameters of teaching.

The feedback is analysed and action taken accordingly.

There is a grievance redressal cell for complaints or grievance against any of the teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institution has in place a mechanism for audit of all its financial transactions. The college has a three tier audit system.

At the institutional level proper purchase procedures are adopted. The institution has a purchase committee for the purpose. The accounts branch of the college deals with all financial matters of the college.

The Principal and the Officer (accounts) closely monitors the income/ expenditures of the college.

The internal audit is conducted on an annual basis and the college authority appoints a reputed Chartered firm for the purpose.

The external audit is carried out by the Directorate of Audit (Local Fund), Government of Assam.

The internal audit for the current year is available. But the external audit is awaited.

There has been no serious irregularities surfacing in the external auditors report till date and there are provisions that in any such case the matter shall be placed before the governing body.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

1,50,000

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

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

The college tries to mobilize funds from various sources which includes well-wishers, through leasing out space and logistic support funds from the self-financing courses. The college is included under section 2(f) and 12B of the U.G.C. Act 1956. Besides, it also receives grants from government of Assam.

The major sources of institutional receipts are:

- Grants from the Government of Assam.
- The self-financed courses generate a substantial revenue
- Holding of examinations of outside organisations
- Another Merit Award has been instituted in the current year
- The excess generation in the solar plant installed in the college is bought back by APDCL and the amount is adjusted in the institutional electric bill.
- The BSNL tower installed in the college generates income

The College has a Governing Body, Planning and Development Committee, Purchase Committee and associated bodies which help in the planning, allocation and utilization of funds.

Fees received from students are used for development of the college, non-grant faculty and staff salaries.

The College maintains its accounts in banks and all expenditures are incurred through Cheques.

The accountant of the College maintains specific accounts..

The overall income and expenditure are audited by a Chartered Accountant and by the Government auditor.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC cell of the college has been instrumental in developing quality benchmarks

Two practices institutionalized at LCB College with IQAC initiatives are elaborated below:

1. Course management and learning outcome delivery mechanism:

Academic excellence is a priority that has been a primary goal of L.C.B. College. To attain this, the course management and learning outcome delivery evolved. It is a tool for the smooth conduct of effective curriculum delivery and effective planning and implementation of the teaching-learning and evaluation methodologies. The course files which contain comprehensive lesson plans, course outcomes, syllabus, etc. associated with the course delivery are maintained by the teacher and it is monitored at the departmental level and by the IQAC. The IQAC acts not only to ensure continuity of the practice but also with a uniform structure.

1. Effective strategies for conduction of administrative works:

The IQAC has been taking initiatives to enhance quality in the sphere of administrative works of the institution. The strategies in the context includes the increasing automation of administrative works, organizing programs to orient staff for the same, to ensure effective way for resource management and waste management. IQAC has also arranged for relevant audits, framed policies for the purpose.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Two institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are illustrated below:

1. To cater to the diverse learning needs of students, the course management and learning outcome delivery mechanism evolved in the college. The said mechanism is an institutionalized one which consists of three inherent features: maintenance of course file, departmental appraisal and monitoring of IQAC. The IQAC acts as a reviewing organ for a systematic management of the said practice.

Structure Feedback:

L.C.B. College has been practicing a well-structured feedback system accommodating all the institutional stake holders namely: faculties, students, alumni, employers and parents, as feedback is self-reflexive and instrumental for bringing about institutional progress.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

- Lalit Chandra Bharali College has been championing gender-based issues and challenges through diverse ways for teachers, staff and students.
- Issues of gender are incorporated into the existing curricula. But it is not limited to classroom alone. The women's cell and other cells of the college and IQAC have organised number of events related to gender during the year 2020-21 to address concerns and challenges of gender discrepancies in the society.

On regards to safety and security:

- There is strict round the clock security at the college gate. The security guards check and note the identities of everyone entering the campus.
- The high walls of the campus also prevent any trespassers from entering the college premises.
- The college premise is under surveillance 24x7 through CCTV cameras. The college campus is well lit including the Girls' Hostel that is in the college premises itself.
- Common Room: There is a separate common room for female students on the fourth floor with necessary amenities and a reading room on the second floor.
- Other measures: The Anti-ragging Committee, Discipline Committee, Hostel Committee and Mentoring Cell, Internal Committee have also been constituted to look into students' welfare and safety and security.

File Description	Documents
Annual gender sensitization action plan	https://lcbcollege.co.in/upload/criteria/Gender%20Sensitization%20Action%20Plan%202020-21.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://lcbcollege.co.in/institutional.php

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

B. Any 3 of the above

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

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

The college has adopted the three tier waste management policy of reduction, recycling and re-use and also to make aware all the stakeholders for the same.

Solid Waste Management: This includes

1. Reduce:

1. A phase wise ban on single-use plastic is in place.
2. A drive to reduce paper use is on in the day-to-day activities of the college.
3. Waste segregation into wet and dry waste and disposal in separate-coloured bins
4. Non-biodegradable waste is disposed through the Guwahati Municipal Corporation
5. Used sanitary pads are disposed through the incinerator

1. Recycling:

Old newspapers, magazines, Iron rods and metal scraps are sold off to the scrap and paper dealer for recycling.

Reuse:

Old books from the students and teachers are collected and kept for use of students.

Liquid Waste Management: This includes

1. The waste water from toilets in the college and hostel and the college canteen is disposed through the sewage drain
2. An awareness drive to save water is on to make all stakeholders aware of the same.

E-Waste Management: This includes

Obsolete computers and electronic equipment are sold to external agencies and also the college tries to negotiate buy-back or removal from site agreements with firms during replacements

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://lcbcollege.co.in/upload/criteria/7.1.3%20Supporting%20Document.
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

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

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

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

A. Any 4 or all of the above

promotional activities

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

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

B. Any 3 of the above

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

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

LCB college has been shouldering the responsibility of imparting values of tolerance, harmony and inclusiveness to its students. The college instils the values of a mutually respectable environment and to manifest these, various activities and programmes are conducted.

- The LCB College student union celebrates "Saraswati Puja", the worship of the Hindu Goddess wisdom and all the students irrespective of religion join the festivity on the occasion.
- The Annual College week is another event wherein the cultural diversity of the state and the country at large is displayed.
- The NSS and NCC students also participates in camps and other socio-cultural activities beyond campus.
- Hindi Department celebrates Hindi Dibash with a range of events.
- The department of Assamese And Bengali organises various events and brings out an annual journal "Suworoni" and "Protitdhoni", every year to provide a platform for creative writing students and teachers on different culture and language.
- The women's cell of the college is also engaged in events from the perspective of the gender spectrum.
- The college has a Poor Aid Fund and a Free Book Service scheme to benefit economically backward students irrespective of caste and religion.

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

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

LCB College conducts a number of activities for sensitizing students and employees of the institution for inculcating constitutional values, rights and responsibilities of citizens.

- The LCB College students Union is an elected body, elected as per the recommendations of the Lyngdoh Committee. The student's election inculcates the true spirit of democracy among the students.
- The National Cadet Corps (NCC) unit of LCB College is dedicated to creating a 'sense of patriotic commitment' for national development
- The college has an active Service Scheme (NSS) unit where students engage in community service programmes.
- Republic Day and Independence Day is celebrated in the institution with a aim to familiarize

students and employees with the great national heritage.

- Community responsibility is vigorously fostered by involving students in taking tuition classes for the children of the under privileged section of the society.
- The department of Political Science of the College has organised different webinars and lecture programmes towards this end. Some of them are mentioned below.

1. A webinar on "Gandhi, Ambedkar and Social Justice in Colonial Assam" was organised on 8/8/2020
2. A webinar on "Autonomy and the Sixth Schedule: Experiences from Dima Hasao" was organised on 14/08/2020

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

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

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
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 File
Any other relevant information	View File

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

LCB College conducts a number of activities for sensitizing students and employees of the institution for inculcating constitutional values, rights and responsibilities of citizens.

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

7.2 - Best Practices

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

(Criterion 7.2: Best Practice 1)

1. Title of Practice : Grooming the potential of students

2. Objectives:

- To promote learning through peer activities
- Learning through doing

3. The Context

Numerous strategies beyond regular syllabi to groom the students are organised.

4. The Practice

Wall-Magazines/Magazines are published and different competitions are organised. Poetry Club is there.

5. Evidence of Success

Large participation indicate success of the practice described.

6. Problems Encountered and Resources Required

Paucity of resources often pose difficulties in conducting such events.

7. Notes (Optional)

(Criterion 7.2: Best Practice 2)

1. Title of the Practice: Fostering social responsibility

2. Objectives

1. To Inculcate social responsibility among students
2. To Promote outreach to the society

3. The Context

The College, promoted by neighbourhood and donation directs mutualism with neighbourhood.

4. The Practice

Education dept. felicitates a teacher of neighbourhood on Teacher's day. The boundary wall has broadened the road and drain facility in the locality. Space provided for BSNL tower has boosted internet connectivity.

5. Evidence of Success

Neighbour's positive feedback is the evidence of success of work done.

6. Problems Encountered and Resources Required

Paucity of fund and time often pose difficulties to conduct outreach programmes.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The peer team during the 1st cycle of NAAC accreditation of the college, recommended the infrastructural development of the college with horizontal and vertical expansion of the college building. This was prioritised by the college and included in its perspective plan. Infrastructure of the college influences its academic atmosphere. And striving for academic excellence is also inherent in the vision of the college.

Thus, in the light of the priority as stated significant efforts were made by the college management to extend its infrastructure.

There exists immense scope for development in enhancing the infrastructural facilities. But the college campus is very small. Yet the college has tried to provide to its students the best of facilities in this small campus. There is a college canteen with a canteen committee to monitor the services. The college campus is made disabled friendly including facilities of washroom and ramp. There are ICT enabled classrooms built. The college campus is secured with high boundary

walls. Inside this small campus landscaping is facilitated to increase the green cover. Thus, the distinctiveness of the institution lies in its efforts to make the best use of its resources to give a good academic environment to its students.

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

7.3.2 - Plan of action for the next academic year

Future Plan of Action for 2021-22

- LCB College is planning to initiate vocational courses.
- The College will go for NIRF participation which was not undertaken earlier.
- The College is planning to initiate more value added certificate courses for the benefit of its students.
- More workshop and Lecture programs on Research Methodology, Research Paper writing shall be organized to encourage faculties for research work and to publish their findings.
- The College will undertake efforts to organize more skill enhancement programs for the teaching and non-teaching staff.

- The College will undertake more awareness program, competitions and Lecture programs to raise the concerns of all stakeholders towards the cause of environment.
- The college encourages reduce and reuse policy and so will undertake more training and awareness programs for digitalization of all its services.