YEARLY STATUS REPORT - 2021-2022

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   Yes
  campus?

- Phone no./Alternate phone no.   03612675259

- Mobile No: 9435147991

- Registered e-mail   lcbcollege.csc@gmail.com

- Alternate e-mail   amar.kalita1966@gmail.com

- Address   Maligaon

- City/Town   Guwahati

- State/UT   Assam

- Pin Code   781011

2.Institutional status

- Affiliated / Constitution Colleges

- 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**

- Mobile **8011779511**

- 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/1669634804.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/upload/acalender/1660231293.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B++**	**2.79**	**2022**	**21/09/2022**	**21/09/2027**

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
Institutional	**Infrastructural Development Fund**	**State Governmnent**	**2022**	**25,00,000**

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   10

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

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

10.Whether IQAC received funding from any   No
of the funding agency to support its activities
during the year?

- If yes, mention the amount

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

The second cycle of NAAC assessment of the College was done during the year

A series of programs on awareness on NEP 2020 implementation for teachers was organized at the initiation of IQAC

A series of awareness programs on different aspects for the benefit of students was organized at the initiation of IQAC

The Institutional Development Plan of the College in the light of NEP 2020 was formulated

A committee on paperless operations of services in the college was set up and the committee submitted its report in due course and the recommendations are being followed up by the College authority

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
College will go for NIRF participation	College has completed its second cycle of NAAC assessment and has registered for NIRF ranking this year which was not done earlier by the institution
College is planning to initiate more value added course/certificate courses for its students	Proposals have been submitted in the context, few courses have been initiated
College will undertake efforts to organise more skill enhancement programs for its teaching and non teaching staff	Such programs have been conducted details of which are incorporated in criterion 6 of this AQAR
The College encourages reduce and reuse policy so it will move towards digitalization of service	A move towards the same is initiated with initiation of an IT Cell, a move to start a MIS center and constitution of a committee for paperless service
College will organize programs towards the cause of the environment	The College has organsied such programs and they have been incorporated in criterion 7 of this AQAR

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	12/11/2022

14. Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
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• 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
• Registered e-mail	lcbcollege.csc@gmail.com
• Alternate e-mail	amar.kalita1966@gmail.com
• Address	Maligaon
• City/Town	Guwahati
• State/UT	Assam
• Pin Code	781011
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• 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**	
• Mobile	**8011779511**	
• 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/1669634804.pdf**
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• if yes, whether it is uploaded in the Institutional website Web link:	**https://lcbcollege.co.in/upload/acalender/1660231293.pdf**

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• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional	**Yes**	

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• 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		
• If yes, mention the amount			

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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	**12/11/2022**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
Yes	**31/03/2022**

15.Multidisciplinary / interdisciplinary

LCB College is an affiliated College affiliated to Gauhati University. The College doesn't design its own curriculum but follows that of the University. The college has been offering multidisciplinary programs including Arts, Science and Self financing programs. The College organises and also encourages participation of its students in various co-curricular and extra curricular activities including sports and cultural activities. In the light of NEP 2020 and deliberations in this front from next academic session NEP 2020 will be implemented. Regarding course curriculum necessary intimation are awaited. However, the college has all infrastructure academic or physical towards this end.

16.Academic bank of credits (ABC):

Academic Bank of Credits will be created shortly by the institution. Digitalisation of student database is processed.

17.Skill development:

The College has been running several skill enhancement courses under CBCS system. The college has initiated MOUs and also have collaborated with other organizations for organising skill enhancement programs. The college has been communicating with various organizations in the context of skill development of student beneficiaries.

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

The College has been running various courses under the different programs. Various departments have been organizing field trips and educational tours under mandatory curriculum practices or otherwise to raise awareness regarding indigenous culture and heritage. The faculties are aware and prepared in this pedagogical dimension of NEP 2020. Our students have been

encouraged to register and do courses on SWAYAM portal. In the present context such online courses would be encouraged.

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

The College faculty has defined the Program Specific Outcome, Program Outcomes and Course Outcomes. Teachers and students are aware of the same through various modes. The attainment of the same are evaluated on the basis of results, progression of students to higher education, successful placements and clearing various competitive exams.

20.Distance education/online education:

Our faculties are aware of the use of MOOCs, LMS or creating e-content. The college encourages faculty participation in FDPs and so on. Our students have been encouraged to register and do courses on SWAYAM portal. The college has developed infrastructure to facilitate online/distance education which is the need of the day.

Extended Profile

1.Programme

1.1   **478**

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **952**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **623**

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

File Description	Documents
Data Template	View File

2.3   **330**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **33**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **42**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**478**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**952**

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**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**330**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**33**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**42**

File Description	Documents
Data Template	<u>View File</u>

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**29**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**40844903**
4.3 Total number of computers on campus for academic purposes	**81**

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 curriculum prescribed by it.**
- **Contractual teachers are engaged wherever there are vacancies or shortages.**
- **Teachers are motivated to participate in FDPs, Seminars, and Workshops etc.**
- **Some teachers are members of various bodies of the University like curriculum development, assessment and evaluation etc.**
- **Facilities like ICT, Laboratory and Wi-Fi are provided.**
- **Before academic session starts the institutional academic calendar and the master time table are prepared and uploaded on the college website.**
- **The master time table is prepared by the routine committee and the individual departments schedule the classes accordingly.**
- **Academic committee and teacher in charges of classes**

facilitate academic matters.

- The practice of course management and learning outcome delivery is scheduled, which is an innovative way of each teacher for attaining course outcome.
- For enhanced learning some add-on courses has been designed.
- For the new students an Orientation Programme is held on working structure and academics
- An Orientation Programme is organized by the Central Library on the productive use of the library.
- 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)

- Being affiliated to Gauhati University, the college adheres to the Academic Calendar issued by the University.
- Within this framework, the college academic calendar is prepared and uploaded on the college website.
- The calendar schedules the probable class days, tentative dates for internal and external examinations, different functions and activities of the college etc.
- Within the framework of institutional academic calendar, each department prepares the departmental academic calendar.
- The various departmental activities and related events are scheduled in the departmental calendar.
- The departmental calendar complements the course management and learning outcome delivery practice of the teachers.
- Curriculum based project work, field work including presentation and assessments and schedules for supplementary programs are incorporated in the academic calendar.
- For continuous internal evaluation, mechanisms such as end semester examination, internal sessional examination are conducted and the tentative dates are mentioned in the

   departmental academic calendar.
- Internal evaluations of the Honors program are conducted by the respective departments.
- Internal evaluations of the Regular program are conducted by the internal examination committee as scheduled in the academic calendar.
- The teachers adopt various evaluation measures such as class test, quizzes, assignments seminars etc. as scheduled in the departmental academic calendar.

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

37

File Description	Documents
Any additional information	**No File Uploaded**
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)

5

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

50

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

50

File Description	Documents
Any additional information	View File
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 incorporates a number 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 analyze issues related to it. In order to orient the students with the knowledge of the curriculum, different programs and activities are organized at the institutional level.

- 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.
- Women cell of the college addresses the issues relating to gender and play a very significant role in gender sensitization and initiate various activities in the context.
- Constitutional and civic awareness programmes are organized.
- Awareness programmes on an array of contemporary environmental issues are organized regularly.
- 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	No File Uploaded
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

17

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
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)	<u>View File</u>

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

427

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

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](#)
URL for feedback report	**Nil**

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

326

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

2.2 - Catering to Student Diversity

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

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 team work and enhancing their leadership abilities.

The Department of IT advance learners students are assigned projects in 3rd semester and guided to learn advance tools of software development.

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
952	**32**

File Description	Documents
Any additional information	**No File Uploaded**

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 is 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 organizing 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 as 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

The majority of teachers in the college are using ICT tools for effective teaching. The Department of computer science, statistics, Maths and Economics have separate laboratory with projector. The teachers take classes in the Laboratory using these tools and even students gave presentations in the laboratory as part of their assignments.

The Department of IT have three ICT enables classrooms and takes both the theory and the practical classes using ICT tools.

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

29, (1:33)

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	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

32

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

20

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

406

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 program organized by the mentoring 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 is 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	**Nil**

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 is notified well in advance.**
- **Different departments conduct the exams for the Honours programmes according to the academic calendar.**
- **The internal examination committee is constituted to schedule and conduct the sessional examinations for other programs.**
- **Notifications are circulated about the commencement of the exams on the notice boards and the departments.**
- **After evaluation of the scripts at the departmental level, mark sheets 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 are 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 and 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.

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	https://lcbcollege.co.in/upload/sample_course/1648104439.pdf
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The 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 the 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/upload/sample_course/1648104269.pdf

2.6.3 - Pass percentage of Students during the year

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

330

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
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/1671446352.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
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

13

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
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

06

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

10

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

The extension activities by the NSS, NCC, the Extension Education, Community Welfare Cell, Women's cell and the Science

Forum have been carried out with the aim to generate awareness on important social and economic issues. 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 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. The range of activities are as diverse as distributing essential items to the flood affected people of Koithalkuchi toorganizingWorld Environment Day at Maligaon High School generating awareness and education on the repercussions of climate change and the need for a green and clean environment. It has also extended its support and help to the children of Snehalaya and Anandmarg Ashram. These issues helps inculcates the youths with a sense of responsibility for social and economic issues and practice good citizenry.

File Description	Documents
Paste link for additional information	Nil
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

0

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

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

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

12

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

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

414

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

3.4 - Collaboration

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

02

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

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

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	[View File](#)
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 process. All together There are 27 classrooms in Block-A, Block-B and Block-C. 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. Another conference hall is there for different meetings etc. 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 social. Cultural activities/ programmes are conducted throughout the academic year following the schedule of the Academic calendar, like Poem Recitation Program and discussion about poetry, Lecture on the topic 'Unsung Heroes of Assam' and 'Art, Craft and Handwork' in connection with Golden Jubilee Celebration, Cultural Rally, Popular Talk on Health & Hygiene

File Description	Documents
Upload any additional information	View File
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.

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	View File
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)

21745136

File Description	Documents
Upload any additional information	View File
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 themembers borrowers
cards are linked with the SOUL software through Barcode, which
is the additiona strength of the library in maintaining accuracy
and saving valuable time of the users. Library is also providing
free E resources through NLISTwith 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	No File Uploaded
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)

53111

File Description	Documents
Any additional information	View File
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

48

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

4.3 - IT Infrastructure

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

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 of 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 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 13 nos. of LCD multimedia projectors are available 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 fiber 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 by 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

115

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. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

21745136

File Description	Documents
Upload any additional information	View File
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 ofthe 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 collegeis 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 alongwith free internet facility and wi-fi for the users. Laboratory equipments are maintained by the laboratory bearer and the expertise are sought foras 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

517

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

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

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

16

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

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

A. All of the above

File Description	Documents
Link to institutional website	https://lcbcollege.co.in/upload/criteria/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

175

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

175

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	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

15

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/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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

0

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

5.3 - Student Participation and Activities

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

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

5

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
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)	<u>View File</u>

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)

LCB College has very involved and energetic elected Students' Council who most abidingly discharge their duties and take active part along with the faculty members for the overall development of the college. They are also members of important bodies of the college and participate in the decision-making process. The activities of the Students' Council are executed in conformity to a written constitution. The members of the Council are elected to the different portfolios by 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 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 this cell. The nationalistic dimension of the Students' Union is reflected in celebration of special days like Independence Day, Republic Day, Teachers Day, and Martyrs' Day under the chairmanship of the Principal of the college. It is also at the initiative of the Students' Union that different socio – cultural functions are organized with great enthusiasm and gusto. The Students' Union teams up with the NSS for executing social and outreach programs.

File Description	Documents
Paste link for additional information	https://lcbcollege.co.in/upload/criteria/5.3.2.pdf
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

14

File Description	Documents
Report of the event	View File
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

LCB College has a registered Alumni Association bearing Registration No.: RS/KAM(M)/263/Z/526 of 2021-22. The Alumni can also join via Facebook page and College official website. Most of the departments have their own alumni groups that meet at regular intervals, initiating interactive programmes for the UG students. A sustained personal relationship with the Alumni facilitates the faculty members to keep themselves updated about the achievements and positions of the ex-students that help in guiding the present batches of the college. In some of the departments like Electronics and Computer Science, alumni are invited for lecture programs, interactive sessions with the present students to facilitate an exchange of ideas and experiences and for exploring avenues and prospects for

progression. Other departments, such as Education, Economics, Bengali, History, Assamese, Statistics have also taken initiatives for such alumni meets at the departmental level. 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 at Gauhati University IST, Computer Engineering Department, Tezpur University. Knowledge enhancement rather than cash contribution seems to be the motto of this association.

File Description	Documents
Paste link for additional information	https://lcbcollege.co.in/alumni_panel.php
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	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college fraternity always works for the fulfilling of its vision. All stakeholders are made aware of the vision and missions of the college through website, prospectus and signage.The vision and mission of the institution guide the policies and the working of all the institutional bodies.

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 highest decision making body of the college. The a various academic departments, committees and cellswork at par with the vision and mission set by the college.

The faculty are involved in the planning and execution of curriculum based, 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.Again, for inculcating social responsibility and environmental awareness in the students' various activities are directed.

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 dimensions inter alia in its policies and procedures of functioning. An example of this is the management and conduct of Annual College Week. This week-long event is a comprehensive event of sports, literature and cultural competitions held annually as per the directives in the university and institutional academic calendar. The event is first conceptualized in a meeting of the LCB College Students Union. The respective meetings are attended by the student representatives and the Prof. in Charge. In 2021-22 also the tradition was carried on. The first day is marked by a cultural rally wherein students and teachers participate. The Principal of the College and invited Guest address the gathering during the open meeting held on the last day and the meeting is presided over by the student president of the LCB College students union. The events are managed by the student representatives, NCC and NSS cadet volunteers, and the Prof. in Charge and administrative staff. The student representatives manage the expenses and at the beginning of the session and budget is allocated under various heads for the event. Programs for teachers, non-teaching staff are also held.

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 college Planning Committee formulates plans for the all-round development of the college and it is subjected to the approval of the Governing Body. The Principal cum Secretary to the governing body of the college 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 enhancement of the college infrastructure along with the horizontal and vertical expansion of the college building. This was therefore prioritized in the strategic plan of the college.

Block C of the College is under construction wherein on the second floor it was decided that ICT-enabled Smart Classrooms will be set, as per the decision of the Governing Body to enhance an e-learning environment in the College. The perspective plan of the Colleges envisions increasing the ICT infrastructure for pedagogical purposes.

The college also has a Purchase Policy formulated and it strictly adheres to the same for matters relating to purchases by the college.

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

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.

LCB College runs in atruly democratic spirit.

The Governing Body of the college comprises of the principal, nominated Representatives from the University, two faculty members, non-teaching staff and guardian members. It is the decision making authority and also 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 a 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 sub-ordinate staff.

The Administrative staff functions as an important supporting body 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
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://lcbcollege.co.in/documents.php
Upload any additional information	View File

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.**
- **Different departments are provided with their respective common rooms for their teaching staff.**
- **Various faculty development programmes are organized by the college for the staff.**
- **The college authority grants permission to faculty(s) for participating in refresher courses, orientation programmes, workshops and seminars.**
- **The college manages a non-formal, voluntarily consensual Thrift and Credit Society that dissolves every year. It provides financial assistance to the members at reasonable interest rates.**
- **Faculty(s) appointed prior to 2004 are eligible for pension benefits on retirement. Faculty members recruited post-2004 are covered under the 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 invigilating external examinations.**
- **All leaves to teaching and non-teaching staff(s) are given as per the guidelines of UGC and the Government of Assam.**
- **Health Check-up programmes and awareness programmes are organized by the Health Club of the college.**
- **Yoga Camps for the teaching, non-teaching staff and students are organized.**
- **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	<u>View File</u>

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

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

year

0

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

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

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

6

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 Programme, Refresher Course, Short Term Course during the year

23

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

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

The institution has a mechanism of appraisal for teaching and non-teaching staff comprising of UGC regulations, Annual Confidential Report (ACR) and time to time directives of the Govt. of Assam. 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.

UGC regulations 2010 and the subsequent amendments pertaining to promotion of teachers are followed by the institution. In order to reflect the three category under Performance based Appraisal System of CAS, that is, teacher's involvement in academics, co-curricular activities and research contributions, a teachers' fortnightly self-appraisal report is well documented by the College. ACR of all the teachers is given by the Principal and it constitutes an important part of the appraisal system.

There is also a grievance redressal cell for complaints or grievances 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 thee 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	https://lcbcollege.co.in/upload/documents/1647251132.pdf
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)

0

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

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

The college tries to mobilize funds from various sources which includes funds from well-wishers, from leasing out space and logistic support and funds from the self-financing courses. The college is also included under section 2(f) and 12B of the U.G.C. Act 1956. Besides, it also receives grants from the Government of Assam which constitutes as a major source of institutional receipts for the College. The college also generates substantial revenue by holding examinations of outside organisations. A Merit Award has also been introduced. The excess solar power generation of the solar plant installed in the college is bought by APDCL and the amount is adjusted in the institutional electricity bill. The BSNL tower installed in the college also generates sufficient income.

The College has a Governing Body, Planning and Development Committee, Purchase Committee and associated bodies which help in planning, allocation and utilization of funds. Fees received from students are used for development of the college and non-sanctioned staff salaries. The College maintains its accounts in banks and all expenditures are incurred through Cheques. The accountant of the College maintains specific accounts and the overall income and expenditures 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 and processes

The IQAC of the college has been instrumental in developing quality benchmarks. To achieve academic quality in the college, the IQAC reviews fortnightly progress report of the teachers to record their classes conducted and other academic and extra-curricular activities of the teachers. Academic and Administrative Council has been constituted by the College. Every Friday, the council sits to discuss the academic and administrative progress of the College.

The College under IQAC has institutionalized two practices,

1. Every department is mandated to maintain their respective Course files. At the beginning of every semester, the course files are readied and they are also reviewed periodically. New and better methods are also incorporated as per suggestions given by teachers.

2. The College also follows a practice of rotation of non-teaching staff which is done subject to official notification. This is done in order to make the non-teaching staff aware about the process of documentation, ICT and waste management practices and thus increasing their efficiency at work.

The IQAC of the College has mentors and under their due recommendations IQAC has started these practices.

File Description	Documents
Paste link for additional information	https://lcbcollege.co.in/sample_course.php
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

The IQAC of the college has been giving priority to the dimension of excellence in academics. Two examples of reviews conducted by the IQAC that may be cited in this regard are 1. The Academic and Administrative Council conducts weekly reviews in its meeting. The IQAC Coordinator is a member of the Council. The class reviews, academic hurdles if any are discussed. As a significant contribution of the practise it may be cited that co-curricular activities are included in the daily routine and the various clubs are responsible for the same 2. The IQAC meets weekly with faculties to oversee the extra curricular, co curricular and extension activities.

File Description	Documents
Paste link for additional information	https://lcbcollege.co.in/upload/criteria/Feedback%20report%202021-22.pdf
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	https://lcbcollege.co.in/aqar.php
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 events related to gender during the year 2021-22 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 24×7 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 with necessary amenities.

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.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/upload/criteria/7.1.1%20link%20file.pdf

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

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:**

   - **Ban on single-use plastic.**
   - **A drive to reduce paper use is on in the day-to-day activities of the college.**
   - **Waste segregation into wet and dry waste and disposal in separate-coloured bins**
   - **Non-biodegradable waste is disposed through the Guwahati Municipal Corporation**
   - **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 dealers for recycling.**

1. **Reuse:**

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

-

Liquid Waste Management: This includes

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

E-Waste Management: This includes

   - **Obsolate computers and electronics equipments are sold to**

external agencies

- **Tries to negotoate buy-back or removal from site agreement with firms.**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	View File

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:

C. Any 2 of the above

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**

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

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

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

A. Any 4 or all of the above

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	No File Uploaded

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

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 of 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 participate in camps and other socio-cultural activities beyond campus.**
- **The department of Bengali organises various events and brings out an annual journal "Protitdhoni", every year to provide a platform for creative writing to 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 National Service Scheme (NSS) unit where students engage in community service programmes.**
- **Republic Day and Independence Day is celebrated in the institution with an aim to familiarize students and employees with the great national heritage.**

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,   **B. Any 3 of the above**

administrators and other staff   4.
Annual awareness programmes on Code of
Conduct are organized

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	**No File Uploaded**

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

LCB College observes national and international commemorative days, events and festivals for sensitizing students and employees of the institution for inculcating values responsibilities as citizens.

- **Republic Day is celebrated in the institution.**
- **International Mother Language day was celebrated in the institution to aware the students about their mother tongue. on 21st February,2022.**
- **International Women's Day was observed in the institution on 8th March,2022 to aware the students and employees about women rights**
- **World Environment day was celebrated on 5th & 6th June, 2022 to aware the about environment.**
- **International Yoga day was celebrated on 21st June, 2021 & 2022 respectively to aware the about their physical and mental healthy**
- **National Librarian's Day was celebrated on 12-08-2022.**
- **Gandhi Jayanti was celebrated on 2nd October 2021.**
- **Independence Day is celebrated in the institution with a aim to familiarize students and employees about their duties and responsibilities towards nation.**

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	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Title of the Practice: Solar energy efficient Institution.

2. Objective:

i) To get uninterrupted power supply. 3. Context: Due topower cut in the College specially during dry season, it used to create huge problem for the ongoing practical classes as well as office work. Theproblem is addressed using solar energy.

4. The Practice: Office of the Principal and all the class rooms of Block B and C are being run on solar energy to get an uninterrupted power supply.

5. Evidence of Success:This helped in reducing Electricity bill as well as smooth running of the classes and office.

6. Problems Encountered and Resources Required: More solar panels are required.

Best Practice2

1. Title of the Practice: Rain water harvesting.

2. Objective:

i) To reduce water scarcity in the College campus.

3. Context: In the vicinity of the College, there is no public water supply scheme as well as thewater table of the area is low

.

4. The Practice: To deal with this, the rain water is directed to the harvesting tanks in College hostel and campus.

5. Evidence of Success:Reduced water-bill.

6. Problems Encounteredand Resources Required: Bigger sized reservoir is required .

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

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

Clean and Green Campus:

Our college campus is a clean and green campus as we pay highest priority to cleanliness. We have extreme faith in the belief that cleanliness is next to godliness. Mahatma Gandhi always spoke about the importance of cleanliness. Our present government is also focusing on cleanliness and its impact on health and mind. So, we pay highest priority to cleanliness and the campus being kept clean all the time. Four cleaners keep cleaning the campus round the clock. There is proper waste disposal mechanism. Intoxicating materials like Paan, Gutkha are strongly prohibited in the college campus and its 100 meter radius area. Our college is also moving towards paperless office activity. Though our college campus is small, its distinctiveness in cleanliness made it attractive for students and thus provide good academic environment for all stakeholders as well as visitors.

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 curriculum prescribed by it.**
- **Contractual teachers are engaged wherever there are vacancies or shortages.**
- **Teachers are motivated to participate in FDPs, Seminars, and Workshops etc.**
- **Some teachers are members of various bodies of the University like curriculum development, assessment and evaluation etc.**
- **Facilities like ICT, Laboratory and Wi-Fi are provided.**
- **Before academic session starts the institutional academic calendar and the master time table are prepared and uploaded on the college website.**
- **The master time table is prepared by the routine committee and the individual departments schedule the classes accordingly.**
- **Academic committee and teacher in charges of classes facilitate academic matters.**
- **The practice of course management and learning outcome delivery is scheduled, which is an innovative way of each teacher for attaining course outcome.**
- **For enhanced learning some add-on courses has been designed.**
- **For the new students an Orientation Programme is held on working structure and academics**
- **An Orientation Programme is organized by the Central Library on the productive use of the library.**
- **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)

- **Being affiliated to Gauhati University, the college adheres to the Academic Calendar issued by the University.**
- **Within this framework, the college academic calendar is prepared and uploaded on the college website.**
- **The calendar schedules the probable class days, tentative dates for internal and external examinations, different functions and activities of the college etc.**
- **Within the framework of institutional academic calendar, each department prepares the departmental academic calendar.**
- **The various departmental activities and related events are scheduled in the departmental calendar.**
- **The departmental calendar complements the course management and learning outcome delivery practice of the teachers.**
- **Curriculum based project work, field work including presentation and assessments and schedules for supplementary programs are incorporated in the academic calendar.**
- **For continuous internal evaluation, mechanisms such as end semester examination, internal sessional examination are conducted and the tentative dates are mentioned in the departmental academic calendar.**
- **Internal evaluations of the Honors program are conducted by the respective departments.**
- **Internal evaluations of the Regular program are conducted by the internal examination committee as scheduled in the academic calendar.**
- **The teachers adopt various evaluation measures such as class test, quizzes, assignments seminars etc. as scheduled in the departmental academic calendar.**

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	**A. All of the above**

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

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

37

File Description	Documents
Any additional information	**No File Uploaded**
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)

5

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

50

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

50

File Description	Documents
Any additional information	View File
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 incorporates a number 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 analyze issues related to it. In order to orient the students with the knowledge of the curriculum, different programs and activities are organized at the institutional level.

- **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.

- Women cell of the college addresses the issues relating to gender and play a very significant role in gender sensitization and initiate various activities in the context.
- Constitutional and civic awareness programmes are organized.
- Awareness programmes on an array of contemporary environmental issues are organized regularly.
- 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	No File Uploaded
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

17

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
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)	<u>View File</u>

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

427

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

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
URL for feedback report	Nil

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

326

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

2.2 - Catering to Student Diversity

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

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 team work and enhancing their leadership abilities.

The Department of IT advance learners students are assigned projects in 3rd semester and guided to learn advance tools of

software development.

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
952	32

File Description	Documents
Any additional information	No File Uploaded

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 is 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 organizing 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 as 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

The majority of teachers in the college are using ICT tools for effective teaching. The Department of computer science, statistics, Maths and Economics have separate laboratory with projector. The teachers take classes in the Laboratory using these tools and even students gave presentations in the laboratory as part of their assignments.

The Department of IT have three ICT enables classrooms and takes both the theory and the practical classes using ICT tools.

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

29, (1:33)

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	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

32

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

20

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

406

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 program organized by the mentoring 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 is 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	**Nil**

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 is notified well in advance.**
- **Different departments conduct the exams for the Honours programmes according to the academic calendar.**
- **The internal examination committee is constituted to schedule and conduct the sessional examinations for other programs.**
- **Notifications are circulated about the commencement of the exams on the notice boards and the departments.**
- **After evaluation of the scripts at the departmental level, mark sheets 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 are 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 and 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.

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	https://lcbcollege.co.in/upload/sample_course/1648104439.pdf
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

The 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 the 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/upload/sample_course/1648104269.pdf

2.6.3 - Pass percentage of Students during the year

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

330

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
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)

<u>https://lcbcollege.co.in/upload/ssr/1671446352.pdf</u>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

13

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	*View File*
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

06

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

10

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

The extension activities by the NSS, NCC, the Extension Education, Community Welfare Cell, Women's cell and the Science Forum have been carried out with the aim to generate awareness on important social and economic issues. 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 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. The range of activities are as diverse as distributing essential items to the flood affected people of Koithalkuchi toorganizingWorld Environment Day at Maligaon High School generating awareness and education on the repercussions of climate change and the need for a green and clean environment. It has also extended its support and help to the children of Snehalaya and Anandmarg Ashram. These issues helps inculcates the youths with a sense of responsibility for social and economic issues and practice good citizenry.

File Description	Documents
Paste link for additional information	Nil
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

0

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

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

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

12

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	[View File](#)
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

414

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

3.4 - Collaboration

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

02

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

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

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 process. All together There are 27 classrooms in Block-A, Block-B and Block-C. 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. Another conference hall is there for different meetings etc. 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 social. Cultural activities/ programmes are conducted throughout the academic year following the schedule of the Academic calendar, like Poem Recitation Program and discussion about poetry, Lecture on the topic 'Unsung Heroes of Assam' and 'Art, Craft and Handwork' in connection with Golden Jubilee Celebration, Cultural Rally, Popular Talk on Health & Hygiene

File Description	Documents
Upload any additional information	View File
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.

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	View File
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)

21745136

File Description	Documents
Upload any additional information	View File
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 themembers borrowers cards are linked with the SOUL software through Barcode, which is the additiona strength of the library in maintaining accuracy and saving valuable time of the users. Library is also providing free E resources through NLISTwith 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	**No File Uploaded**
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)

53111

File Description	Documents
Any additional information	[View File](#)
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

48

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

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 of 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 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 13 nos. of LCD multimedia projectors are available 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 fiber 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 by 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

115

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. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

21745136

File Description	Documents
Upload any additional information	View File
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 ofthe 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 collegeis 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 alongwith free internet facility and wi-fi for the users. Laboratory equipments are maintained by the laboratory bearer and the expertise are sought foras 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

517

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

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

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

16

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

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

File Description	Documents
Link to institutional website	https://lcbcollege.co.in/upload/criteria/5.1.3.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

175

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

175

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	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

15

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/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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

0

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

5.3 - Student Participation and Activities

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

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

5

File Description	Documents
e-copies of award letters and certificates	View File
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)

LCB College has very involved and energetic elected Students' Council who most abidingly discharge their duties and take active part along with the faculty members for the overall development of the college. They are also members of important bodies of the college and participate in the decision-making process. The activities of the Students' Council are executed in conformity to a written constitution. The members of the Council are elected to the different portfolios by 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 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 this cell. The nationalistic dimension of the Students' Union is reflected in celebration of special days like Independence Day, Republic Day, Teachers Day, and Martyrs' Day under the chairmanship of the Principal of the college. It is also at the initiative of the Students' Union that different socio – cultural functions are organized with great enthusiasm and gusto. The Students' Union teams up with the NSS for executing social and outreach programs.

File Description	Documents
Paste link for additional information	https://lcbcollege.co.in/upload/criteria/5.3.2.pdf
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

14

File Description	Documents
Report of the event	View File
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

LCB College has a registered Alumni Association bearing Registration No.: RS/KAM(M)/263/Z/526 of 2021-22. The Alumni can also join via Facebook page and College official website. Most of the departments have their own alumni groups that meet at regular intervals, initiating interactive programmes for the UG students. A sustained personal relationship with the Alumni facilitates the faculty members to keep themselves updated about the achievements and positions of the ex-students that help in guiding the present batches of the college. In some of the departments like Electronics and Computer Science, alumni are invited for lecture programs, interactive sessions with the present students to facilitate an exchange of ideas and experiences and for exploring

avenues and prospects for progression. Other departments, such as Education, Economics, Bengali, History, Assamese, Statistics have also taken initiatives for such alumni meets at the departmental level. 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 at Gauhati University IST, Computer Engineering Department, Tezpur University. Knowledge enhancement rather than cash contribution seems to be the motto of this association.

File Description	Documents
Paste link for additional information	https://lcbcollege.co.in/alumni_panel.php
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	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college fraternity always works for the fulfilling of its vision. All stakeholders are made aware of the vision and missions of the college through website, prospectus and signage.The vision and mission of the institution guide the policies and the working of all the institutional bodies.

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 highest decision making body of the college. The a various academic departments, committees and cellswork at par with the vision and mission set by the college.

The faculty are involved in the planning and execution of curriculum based, 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.Again, for inculcating social responsibility and environmental awareness in the students' various activities are directed.

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 dimensions inter alia in its policies and procedures of functioning. An example of this is the management and conduct of Annual College Week. This week-long event is a comprehensive event of sports, literature and cultural competitions held annually as per the directives in the university and institutional academic calendar. The event is first conceptualized in a meeting of the LCB College Students Union. The respective meetings are attended by the student representatives and the Prof. in Charge. In 2021-22 also the tradition was carried on. The first day is marked by a cultural rally wherein students and teachers participate. The Principal of the College and invited Guest address the gathering during the open meeting held on the last day and the meeting is presided over by the student president of the LCB College students union. The events are managed by the student representatives, NCC and NSS cadet volunteers, and the Prof. in Charge and administrative staff. The student representatives manage the expenses and at the beginning of the session and budget is allocated under various heads for the event. Programs for teachers, non-teaching staff are also held.

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 college Planning Committee formulates plans for the all-round development of the college and it is subjected to the approval of the Governing Body. The Principal cum Secretary to the governing body of the college 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 enhancement of the college infrastructure along with the horizontal and vertical expansion of the college building. This was therefore prioritized in the strategic plan of the college.

Block C of the College is under construction wherein on the second floor it was decided that ICT-enabled Smart Classrooms will be set, as per the decision of the Governing Body to enhance an e-learning environment in the College. The perspective plan of the Colleges envisions increasing the ICT infrastructure for pedagogical purposes.

The college also has a Purchase Policy formulated and it strictly adheres to the same for matters relating to purchases by the college.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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.

LCB College runs in atruly democratic spirit.

The Governing Body of the college comprises of the principal, nominated Representatives from the University, two faculty members, non-teaching staff and guardian members. It is the decision making authority and also 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 a 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 sub-ordinate staff.

The Administrative staff functions as an important supporting body 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
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://lcbcollege.co.in/documents.php
Upload any additional information	View File

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.**
- **Different departments are provided with their respective common rooms for their teaching staff.**
- **Various faculty development programmes are organized by the college for the staff.**
- **The college authority grants permission to faculty(s) for participating in refresher courses, orientation programmes, workshops and seminars.**
- **The college manages a non-formal, voluntarily consensual Thrift and Credit Society that dissolves every year. It provides financial assistance to the members at reasonable interest rates.**
- **Faculty(s) appointed prior to 2004 are eligible for pension benefits on retirement. Faculty members recruited post-2004 are covered under the 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 invigilating external examinations.**
- **All leaves to teaching and non-teaching staff(s) are given as per the guidelines of UGC and the Government of Assam.**
- **Health Check-up programmes and awareness programmes are organized by the Health Club of the college.**
- **Yoga Camps for the teaching, non-teaching staff and students are organized.**
- **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 fee of professional bodies during the year

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

0

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

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

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

6

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 Programme, Refresher Course, Short Term Course during the year

23

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

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

The institution has a mechanism of appraisal for teaching and non-teaching staff comprising of UGC regulations, Annual Confidential Report (ACR) and time to time directives of the

Govt. of Assam. 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.

UGC regulations 2010 and the subsequent amendments pertaining to promotion of teachers are followed by the institution. In order to reflect the three category under Performance based Appraisal System of CAS, that is, teacher's involvement in academics, co-curricular activities and research contributions, a teachers' fortnightly self-appraisal report is well documented by the College. ACR of all the teachers is given by the Principal and it constitutes an important part of the appraisal system.

There is also a grievance redressal cell for complaints or grievances 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 thee 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	https://lcbcollege.co.in/upload/documents/1647251132.pdf
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)

0

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

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

The college tries to mobilize funds from various sources which includes funds from well-wishers, from leasing out space and logistic support and funds from the self-financing courses. The college is also included under section 2(f) and 12B of the U.G.C. Act 1956. Besides, it also receives grants from the Government of Assam which constitutes as a major source of institutional receipts for the College. The college also generates substantial revenue by holding examinations of outside organisations. A Merit Award has also been introduced. The excess solar power generation of the solar plant installed in the college is bought by APDCL and the amount is adjusted in the institutional electricity bill. The BSNL tower installed in the college also generates sufficient

income.

The College has a Governing Body, Planning and Development Committee, Purchase Committee and associated bodies which help in planning, allocation and utilization of funds. Fees received from students are used for development of the college and non-sanctioned staff salaries. The College maintains its accounts in banks and all expenditures are incurred through Cheques. The accountant of the College maintains specific accounts and the overall income and expenditures 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 and processes

The IQAC of the college has been instrumental in developing quality benchmarks. To achieve academic quality in the college, the IQAC reviews fortnightly progress report of the teachers to record their classes conducted and other academic and extra-curricular activities of the teachers. Academic and Administrative Council has been constituted by the College. Every Friday, the council sits to discuss the academic and administrative progress of the College.

The College under IQAC has institutionalized two practices,

1. Every department is mandated to maintain their respective Course files. At the beginning of every semester, the course files are readied and they are also reviewed periodically. New and better methods are also incorporated as per suggestions given by teachers.

2. The College also follows a practice of rotation of non-teaching staff which is done subject to official notification. This is done in order to make the non-teaching staff aware about the process of documentation, ICT and waste management practices and thus increasing their efficiency at

work.

The IQAC of the College has mentors and under their due recommendations IQAC has started these practices.

File Description	Documents
Paste link for additional information	https://lcbcollege.co.in/sample_course.php
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

The IQAC of the college has been giving priority to the dimension of excellence in academics. Two examples of reviews conducted by the IQAC that may be cited in this regard are 1. The Academic and Administrative Council conducts weekly reviews in its meeting. The IQAC Coordinator is a member of the Council. The class reviews, academic hurdles if any are discussed. As a significant contribution of the practise it may be cited that co-curricular activities are included in the daily routine and the various clubs are responsible for the same 2. The IQAC meets weekly with faculties to oversee the extra curricular, co curricular and extension activities.

File Description	Documents
Paste link for additional information	https://lcbcollege.co.in/upload/criteria/Feedback%20report%202021-22.pdf
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,	**D. Any 1 of the above**

NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://lcbcollege.co.in/aqar.php
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 events related to gender during the year 2021-22 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 24×7 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 with necessary amenities.**

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.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/upload/criteria/7.1.1%20link%20file.pdf

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

   • **Ban on single-use plastic.**

- A drive to reduce paper use is on in the day-to-day activities of the college.
- Waste segregation into wet and dry waste and disposal in separate-coloured bins
- Non-biodegradable waste is disposed through the Guwahati Municipal Corporation
- 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 dealers for recycling.

1. Reuse:

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

.

Liquid Waste Management: This includes

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

E-Waste Management: This includes

- Obsolate computers and electronics equipments are sold to external agencies
- Tries to negotoate buy-back or removal from site agreement with firms.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	[View File]

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 promotional activities	A. Any 4 or all of the above

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	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	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 of 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 participate in camps and other socio-cultural activities beyond campus.**
- **The department of Bengali organises various events and brings out an annual journal "Protitdhoni", every year to provide a platform for creative writing to 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 National Service Scheme (NSS) unit where students engage in community service programmes.**
- **Republic Day and Independence Day is celebrated in the institution with an aim to familiarize students and employees with the great national heritage.**

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	**B. Any 3 of the above**

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	

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	**No File Uploaded**

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

LCB College observes national and international commemorative days, events and festivals for sensitizing students and employees of the institution for inculcating values responsibilities as citizens.

- **Republic Day is celebrated in the institution.**
- **International Mother Language day was celebrated in the institution to aware the students about their mother tongue. on 21st February,2022.**
- **International Women's Day was observed in the institution on 8th March,2022 to aware the students and employees about women rights**
- **World Environment day was celebrated on 5th & 6th June, 2022 to aware the about environment.**
- **International Yoga day was celebrated on 21st June, 2021 & 2022 respectively to aware the about their physical and mental healthy**
- **National Librarian's Day was celebrated on 12-08-2022.**
- **Gandhi Jayanti was celebrated on 2nd October 2021.**
- **Independence Day is celebrated in the institution with a aim to familiarize students and employees about their duties and responsibilities towards nation.**

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	View File
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

1. Title of the Practice: Solar energy efficient Institution.

2. Objective:

i) To get uninterrupted power supply. 3. Context: Due topower cut in the College specially during dry season, it used to create huge problem for the ongoing practical classes as well as office work. Theproblem is addressed using solar energy.

4. The Practice: Office of the Principal and all the class rooms of Block B and C are being run on solar energy to get an uninterrupted power supply.

5. Evidence of Success:This helped in reducing Electricity bill as well as smooth running of the classes and office.

6. Problems Encountered and Resources Required: More solar panels are required.

Best Practice2

1. Title of the Practice: Rain water harvesting.

2. Objective:

i) To reduce water scarcity in the College campus.

3. Context: In the vicinity of the College, there is no public water supply scheme as well as thewater table of the area is low .

4. The Practice: To deal with this, the rain water is directed to the harvesting tanks in College hostel and campus.

5. Evidence of Success:Reduced water-bill.

6. Problems Encounteredand Resources Required: Bigger sized reservoir is required .

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Clean and Green Campus:

Our college campus is a clean and green campus as we pay highest priority to cleanliness. We have extreme faith in the belief that cleanliness is next to godliness. Mahatma Gandhi always spoke about the importance of cleanliness. Our present government is also focusing on cleanliness and its impact on health and mind. So, we pay highest priority to cleanliness and the campus being kept clean all the time. Four cleaners keep cleaning the campus round the clock. There is proper waste disposal mechanism. Intoxicating materials like Paan, Gutkha are strongly prohibited in the college campus and its 100 meter radius area. Our college is also moving towards paperless office activity. Though our college campus is small, its distinctiveness in cleanliness made it attractive for students and thus provide good academic environment for all stakeholders as well as visitors.

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

7.3.2 - Plan of action for the next academic year

Future Plan of Action for 2022-23

- 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.