



OFFICE OF THE PRINCIPAL  
**LALIT CHANDRABHARALI COLLEGE**

Maligaon :Guwahati-781 011 : Assam (INDIA)

☎ :0361-2950040 (O)

Website : [www.lcbcollege.co.in](http://www.lcbcollege.co.in) :: E-mail : [lcbscollege.csc@gmail.com](mailto:lcbscollege.csc@gmail.com)

**(Criterion 7.2:Best Practicel)**

**1. Title of the Practice:**

**Course Management and Learning Outcome Delivery Mechanism**

**2. Objectives of the Practice:**

- a. To conduct a planned approach for an effective teaching, learning and evaluation mechanism.
- b. To create a conducive learning environment that caters to the student specific needs.
- c. To make teachers and students aware of the POs, COs and PSOs of courses
- d. To strive towards achieving academic excellence by the institution in the long run.

**3. The Context:**

Students with diverse backgrounds including economic, linguistic, cultural differences and varied strengths and paucities at learning have been experienced by the teachers of the College. Thus, along with the standard protocols of duties laid by affiliating universities, governments or at the college specific administrative level, each teacher have designed their own unique ways to carry out their teaching-learning and evaluation activities. However, in the undergraduate level of study, each student has to undergo learning in multiple disciplines as per the requirements of curriculum. Accordingly, a need was felt for an institutionalized process of dissemination of teaching, learning and evaluation activities catering to the student specific needs which allows for discipline specific flexibilities at the same time. Again, the success of each activity lies in constant monitoring and a periodical analysis of the gains anticipated. Thus, the practice of course management and learning outcome delivery mechanism evolved over the years.

#### 4. The Practice:

The ultimate aim of any higher educational institution is to yield human resources and therefore academic excellence is of prime importance. In this context, the course management and learning outcome delivery mechanism practice was initiated in Lalit Chandra Bharali College. The practice can be illustrated in three dimensions; viz. course file maintenance, periodical review by the department and monitoring as below.

**a) Maintenance of course file:** An institutionalized approach was initiated to streamline the normal academic activities of each department with the ultimate aim of achieving the vision and mission of the college. The practice merely lies in the maintenance of course files by each teacher which mandatorily contains the following features.

**i. Vision and mission:** The courses have a vision and mission that is at par with the vision of the institution.

**ii. Syllabus:** Each course file contains the syllabus, the COs of the courses and PO and PSO.

**iii. Academic Calendar:** Each department prepares academic calendar including continuous internal evaluation schedules developed within the broad frame of the academic calendar of the University and the institution. This is for ready reference and planning for the teacher.

**iv. Teaching plan:** Every teacher always plans their teaching, learning and evaluation process. So, in the course file they maintain the periodic plan of teaching as per the syllabus, mode of teaching each topic, methods for the same and the evaluation methods and the strategy to identify slow and advanced learners.

**v. Retention of scripts:** Answer scripts of good, moderate and weak performers in the course file is aimed at future reference for students to understand what is expected of them.

**vi. Tutorial Sheets/ Class test papers/ quizzes:** Teachers also maintain the said evaluation tools for the benefit of their students and future reference.

**b) Periodical Review by the department:** This is done by the following ways:

**i. Class attendance:** Teachers maintains a consolidated statement of attendance and has a periodical analysis of the attendance of the students. This is aimed at coordinating with the students in case of absence and also intimating the concerned mentor of the college (mentor-ward system) if need arise.

**ii. Result analysis:** Result analysis at the departmental level is done to analyze the effectiveness of the teaching learning activities.

**c) Monitoring:** The IQAC keeps a vigil on the smooth functioning of the practice with periodical review.

## **5. Evidence of Success:**

The success of the practice is outlined in the following

- a) The course management and learning outcome delivery mechanism is a tool for making teachers and students aware of the POs, Cos and PSOs
- b) The course management and learning outcome delivery mechanism has helped in self-assessment of the teaching learning and evaluation activities of all teachers.
- c) Its success lies in that it is a comprehensive plan to measure the fulfillment of course and programme outcomes.
- d) The success also lies in evaluating how far the teachers have succeeded in tailoring the teaching methodologies including ICT usage in their discourses.
- e) Consolidated student attendance and mentor ward system reveal students' specific problem. An instance may be cited in the context. During the pandemic students could not attend classes due to lack of internet connectivity. This was true for all the departments. The teachers after discourses came up with several strategies to deal with the problem.

## **6. Problems encountered and resources required:**

The course file has to a great extent changed the entire perspective through which academics are addressed and worked upon. However, some problems have been encountered in the practice.

- a) A mutual discussion on periodic basis to plan out the ways to deal with challenges and continuous upgradation is important. Such periodical analysis was not sufficient and this was mostly due to the pandemic.
- b) Another major hurdle encountered was that many vacancies in the college have long not been filled. So this has hampered the planning and execution of the courses of the different disciplines.

## **Supporting Document**

[Link to sample Course File](#)

**(Criterion 7.2:Best Practice2)**

**1. Title of the Best Practice: Institutional Social Responsibility: LCB College**

**2. Objectives of the Practice:**

- a. To extend support and use the intellectual resources of the college fraternity for the development of the society.
- b. To promote cohesion with the neighborhood to achieve the common goal of development of the area.
- c. To periodically survey the development needs of the neighboring community and plan activities for their overall well-being.
- d. To reach out to the marginalized section of the society.
- e. To sensitize students towards social responsibilities.

**3. The Context:**

Lalit Chandra Bharali College was established with a holistic vision of enhancing access to higher education at the initiative of the neighborhood community and with the generous donation by the family of Late Shri Lalit Chandra Bharali. Accordingly, the college fraternity has always had a symbiotic existence with the neighborhood for the overall well-being of the area. Besides, with the noble belief in the need of inclusive growth, student bodies like, NCC and NSS have always undertaken various programs for the marginalized sections of the society. To foster social responsibilities in students is inherent in the vision and mission of the college. In the context, the near-by village of Adingiri was also adopted long back with the aim of extending all feasible support for its overall development. The college continues its efforts in all its academic and extension activities with an aim to try and reach out to the society.

**4. The Practice**

The L.C.B. college family has always engaged themselves in various activities to reach out to the different segments of the society following its social outreach policy. In all such ventures, students and teachers of the college have worked hand in hand.



**a) Outreach activities in the neighborhood community:**

- i. The college repaired and reconstructed the sewage drain facilitating the flow of sewage and excess rainwater of the entire neighborhood.
- ii. The college provides access to water to the local communities during lean season without any charges.
- iii. The college has let the installation of a BTS tower that has enhanced internet access for the entire neighbourhood.
- iv. Awareness program, competitions, popular talks on important events like Indian Science Day, World Environment Day, are organized by the college fraternity in the neighborhood.

**b) Adopted Village:**

The Adingiri village, close to college, was adopted long back and several awareness programs have been carried out over the years there by the college. The college authority and the Department of Economics carried out a socioeconomic survey in the village to understand the development plight of the residents and to guide future extension programs in the adopted village. The survey report covering several socio-economic parameters has been published.

**c) Extending the intellectual resources of the college fraternity:**

- i. The Extension Education and Community Welfare Cell of the College coordinated the government visionary scheme “Maitreye-Ek Gyan Yatra’ starting from 1<sup>st</sup> September, 2016 wherein twenty college teachers participated in providing tutorial classes in five schools in the locality.
- ii. When the Covid-19 pandemic started in the country student volunteers of NSS, NCC, members of the “Health Club” and “Extension Education and Community Welfare Cell” and other teachers participated in awareness campaigns to educate people on basic safety measures. Vaccination drives against Covid-19 were also held in the college premises.
- iii. The NSS, NCC and other student bodies of the college have arranged outreach programmes like blood donation camps, volunteering services at the annual Ambubachi Mela at Kamakhya Temple, cleanliness drives towards commemoration of Swacchh Bharat Abhiyaan, awareness programmes in the locality towards environmental consciousness etc.

**d) Extending the feasible college resources:**

- i. The College Central Library has opened a wing at the Assam Central Jail, donating books and daily newspapers for the jail inmates.
- ii. Different cells and departments of the College have visited old age homes several times over the years and extended financial and mental support to the inmates.

**5. Evidence of Success**

- a) The mutualism of the institution and the neighborhood is an indicator of success in its practice of social responsibilities. The institution has been appraised by the local people through letters of appreciation and even by the local MLA.

- b) The college has also conducted survey in the neighborhood about the opinions about the extension activities performed for their betterment. The survey report itself is an evidence of success in this context.
- c) This mutualism can further be emphasized by the fact that the two celebrates important landmark events like Independence Day, Republic Day together in collaboration with the Nilachalpur Bezbaruah Nagar Unnayan Samiti.
- d) The increasing number of volunteers in the different social activities of NSS and NCC are indicative of the growing awareness among the students in community engagement.
- e) The college has also received the feedback from the Assam Central Jail, Guwahati about the benefits they have derived from our library extension services in the jail premises. The feedback speaks of success of our endeavor and encourages the college community.

#### **6. Problems encountered**

1. The extension activities and outreach programs have always been affected by the paucity of funds. Managing financial resources to meet the priorities of the day-to-day affairs along with meeting the needs for these activities and programs have been a major challenge for the administration.
2. The staff and students of the college are ever eager to participate in such activities. But the scheduled academic activities cause paucity of time despite the will. Thus, manpower and time constraints are other major limitations in this regard.

#### **7. Notes:**

If the neighboring colleges and institutions of higher education get together than greater benefit of the society can be expected with better management of time and both financial and human resources.

## Supporting Documents


### (Criteria 7.2 Best Practice 2)

Repaired and reconstructed the sewage drain constructed by the College





College neighbourhood benefitted from the BTS Tower installed

 **OFFICE OF THE PRINCIPAL**  
**LALIT CHANDRA BHARALI COLLEGE**  
MALIGAON :: GUWAHATI-781011 :: ASSAM (INDIA)

**Adison Ali**, M.Sc. Ph. D.  
Principal cum Secretary

Ref No. LCBC/Gen/2017/381 Date: 13-10-2017

To  
The General Manager  
Kamrup Telecom District  
Guwahati - 781001

Sub: Request for fixation of rent for BTS installed in our College campus.

Sir,


With reference to the subject cited above, I would like to inform you that on the basis of our proposal, BSNL has installed a BTS in the space provided by the College for the greater interest of the college fraternity and the public of the locality in general.

In this connection I request you to take necessary steps to fix Rs.10,000/- (Rupees ten thousand) only as rent of the space for the said BTS.

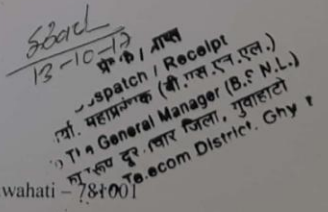
Further you are also requested to take necessary steps to install an electric sub-meter for the power consumption of the BTS and also to take necessary steps to pay the electricity bill for the same.


Thanking you,

Sincerely yours,

  
**Dr. Adison Ali**  
Principal

Copy to:  
1. The DGM (P & A), Kamrup Telecom District, Guwahati - 781001

  
13-10-17  
Sp. B. / A. B. B.  
Dispatch / Receipt  
महाप्रबन्धक (बी.एस.एल.)  
The General Manager (B.S.N.L.)  
कामरूप दूर-संचार जिला, गुवाहाटी  
Kamrup Telecom District, Guwahati

  
13/10/17



NOTICE

Date  
25/10/2021

It is for general information that Republic Day will be celebrated in collaboration with Maharashtra Bahujan Nagar Union committee, Malignan. Therefore all the student of the college, teaching and non-teaching staff are requested to attend the same.

Date: 26-01-2021  
Time: 9:15

P.O.NISS L.C.C  
H.N. Bala Dada  
L.C.C.B. College,  
Malignan, Dist-  
Nashik

Very truly  
yours,  
Principal  
Dr. D. D. Chitambar  
Lax College, Malignan College

নীলাচলপুর বেজবরুয়া নগর উন্নয়ন সমিতি  
 মালিগাঁও, গুৱাহাটী - ৭৮১০১১  
 NILACHALPUR BEZBARUAH NAGAR UNNAYAN SAMITY  
 MALIGAON, GUWAHATI - 781011

ESTD - 1968

REGD. NO. - 678


Ref: .....  
 Date: .....

To:  
 The  
 LCA College, Gouahati  
 Maligaon

Dear Madam

On behalf of Nilachalpur Bezbaruah Nagar Unnayan  
 samitee, Nilachalpur, heartfelt thank you for organizing  
 the Covid-19 awareness campaign in our locality. We are  
 truly grateful for such an amazing initiative of dem-  
 onstration of precautionary measures and technical guidline  
 to curb the spread of coronavirus to our people by door-  
 to-door visit on dated

Therefore, we deeply appreciate your contribution  
 to the society & wish that our association and rela-  
 -tionship will be maintained even in future.

Yours faithfully  
  
 (ARUNINDRA MAHANTA)  
 President/Secretary  
 Nilachalpur Bezbaruah Nagar  
 Unnayan Samity,  
 Maligaon, Guwahati - 781011

 OFFICE OF THE PRINCIPAL  
**LALIT CHANDRA BHARALI COLLEGE**  
WILSONIA, CHANDRABATI ROAD, ARAKAT (DINA)  
*Arakata, M. S. No. 6, D.*  
Principal cum Secretary

To,  
The Head,  
Marian High School,  
Michigan

Date: 21-08-2017

Sub: Request for jointly celebrating the World Environment Day

Respected Madam,

With due respect I would like to inform you that I, C.B. College and Senior Division of our college want to celebrate the "World Environment Day" on 5<sup>th</sup> June 2017 in collaboration with your school in your school premises.

I hope, you will support our wish as by completing our request.

Thanking you

Yours Sincerely

*Dr. Arjun Ali*  
Principal, C.B. College

Schedule:

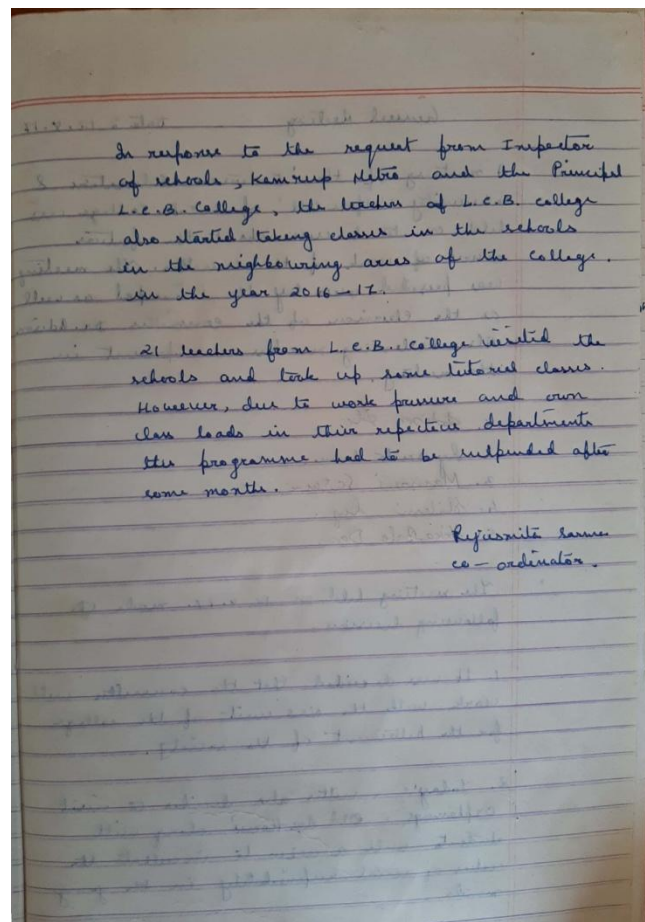
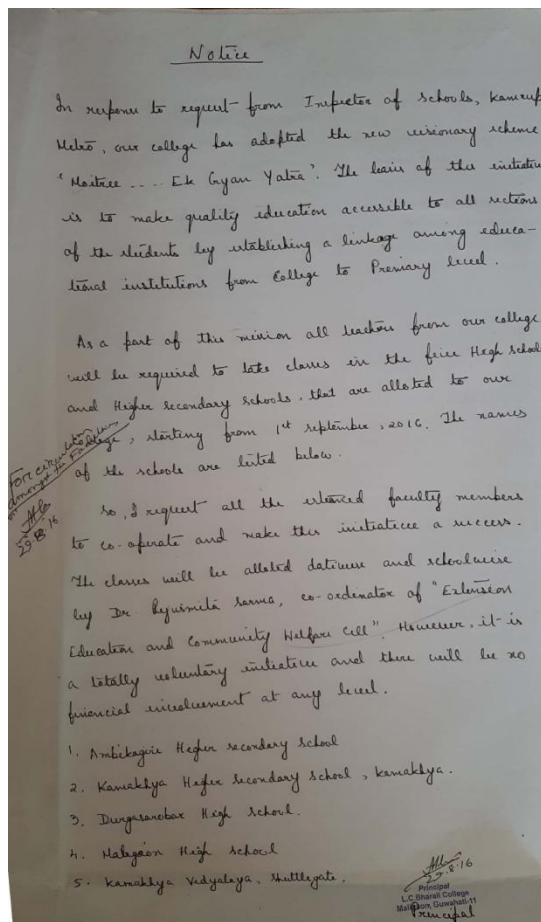
10.00 am - Tree Plantation  
11.00 am - Group Competition (for classes 1st to 10<sup>th</sup>)  
12.00 pm - Group Competition (for classes 11 to 12)  
3.30 pm - Power Distribution Session

Phone: 093020 20000  
MOBILE: 94222 04285, 94222 04286, 94222 04287

Website: [www.lalitchandrabhalari.org](http://www.lalitchandrabhalari.org)  
E-mail: [principal@lcbcollege.org](mailto:principal@lcbcollege.org)



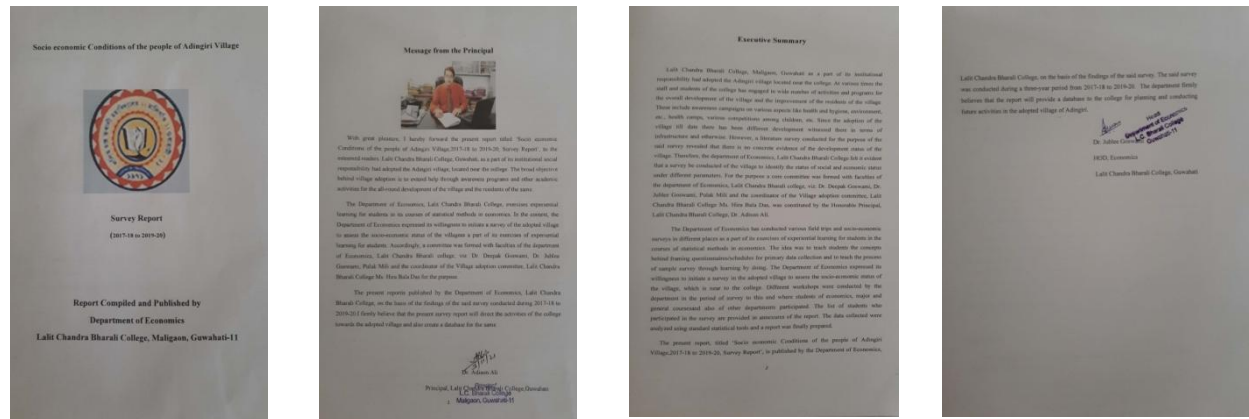
## Maitreye-Ek Gyan Yatra



## Vaccination drives against Covid-19



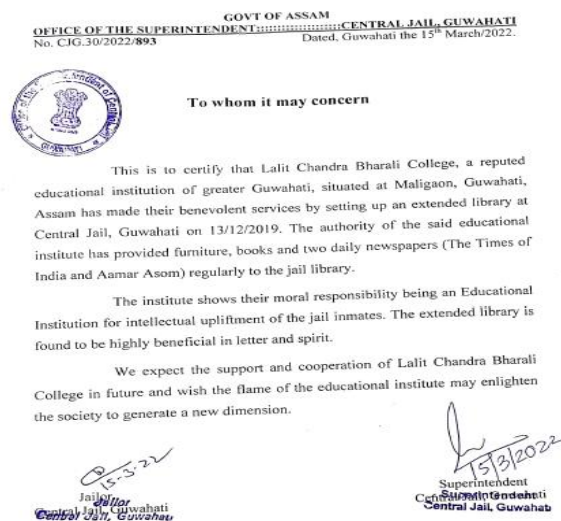
## Socioeconomic survey in the Adingiri village



## Blood donation camp

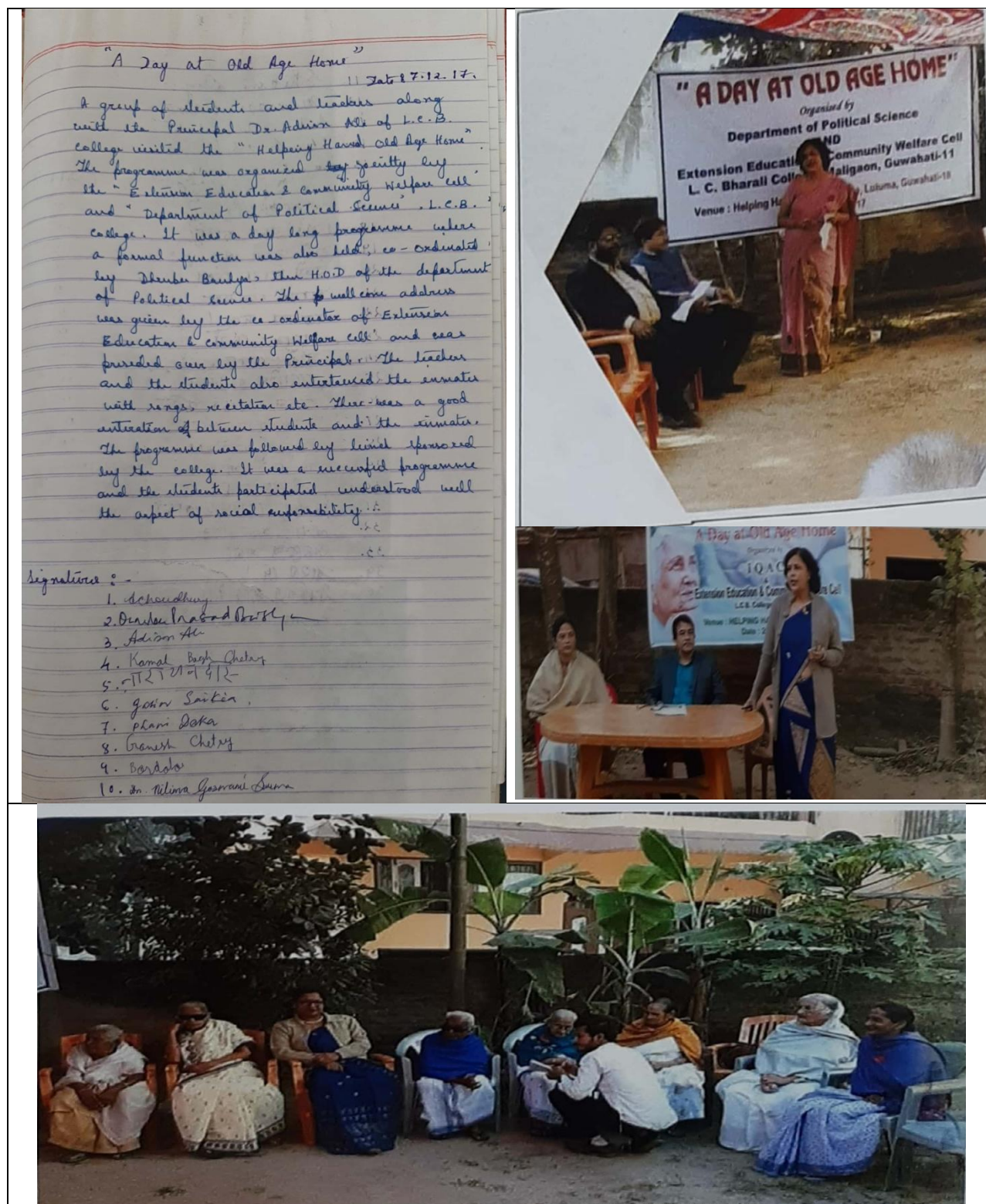


## Library Extension Service to Assam Central Jail





## Visits to Old Age Home





**HOUSE TO HOUSE AWARENESS PROGRAMME  
ON CORONA VIRUS (COVID-19)**

**ORGANIZED BY**  
NSS, NCC UNIT, EXTENSION EDUCATION CELL AND HEALTH CLUB, LCB COLLEGE  
IN COLLABORATION WITH ADINGIRI MADHAVDEV NAGAR, MAHILA SAMITTEE

**PLACE: ADINGIRI, GUWAHATI-11  
DATE: 03-03-2020**

**পোষণ**  
কেউকি হোমস্টে মাসিক  
কেন্দ্রীয় পুষ্টি পরিষদ  
আজীবন সন্মানিত  
গৃহিণী

**মাঝি সমিতি**  
(M)-  
16-17  
তারিখঃ ৭৮১০৩২  
এ) ভবন



Investigation of Hanta U Hanta Hantavirus Infection  
on COVID VIRUS (COVID-19)      Sat 11/3/2021

In response to the above letter, the following order  
of the college faculty is given in answer about  
the order of COVID-19 virus and its general facts.  
In order to have a more organized program, we  
organized by the 'Education Education &  
Community Welfare cell' in association with  
NSS and NCC unit of L.C.B. College. The  
programme was started with the members of  
the members of the 'Nikhilpuri Bachchan  
Sagar Samaj Samiti'. The following  
members took place in the awareness programme.

1. Aditi Devi
2. Dr. P. (MUNINDRA NARAYANA)
3. Sangeeta Shajana Banerjee (Teacher LCB College)
4. 'Gitarjali' Devi
5. Shikha Bala Das 19/3/2020 ( " L.C.B. college)
6. Shikha Bala Das 19/3/2020 ( " L.C.B. college)
7. Kuntal Kumar (a student of LCB college)
8. Pranjali Sanyal (a student of LCB college)
9. Kuntal Kumar ( " )
10. Kuntal Kumar ( " )
11. Shweta Tripathi " ANHA
12. Mitali Sanyal " Agarbadi, Sonepur
13. Pranjali Sanyal (Teacher, LCB College, Sonepur)
14. Bharti Ch. Mishra LCB College
15. Dilal Barman L.C.B. College
16. Manjura Begum " AN.M

House to House Awareness Programme on  
CORONA VIRUS (COVID-19)  
Mungpane Village. Date: 21.3.20.

The Extension Education & Community Welfare Cell of  
L.C.B. College in association with N.E.S. NCC Unit  
and Health Club of L.C.B. College and Mungpane Nagar  
Maha Samiti conducted awareness camp about  
COVID-19 in Mungpane area, the adjacent village of  
L.C.B. College. The following members were present  
in the programme.

1. Adison Ali.
2. Prigo Karwal Rhatshongpa.
3. Shirajali Duro
4. Kajil Samra
5. Rajivmala Samra.
6. Kung Bala Das
7. Shikha Das.
8. Mandana Dutta (Teacher L.C.B. College).
9. Tulika Jaiswal (Do)
10. Smt. Tatin Kalita.
11. Kunjia Barman
12. Arpana Das
13. Arpana Das
14. Arpana Das
15. Bhishma Sarker
16. Somikanta Kalita.
17. Alipali Kalita
18. Arpana Das
19. Smt. Kalita.
20. Sarala Gohar
21. Smt. Popy Kalita

