Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**LALA RURAL COLLEGE**
Name of the head of the Institution	**Dr. Tanuj Kumar Dey**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03844244238**
Mobile no.	**9101282405**
Registered Email	**principallalaruralcollege@gmail.com**
Alternate Email	**lalaruralcollege1964@gmail.com**
Address	**P.O. Lala, Dist. Hailakandi, assam PIN 788163**
City/Town	**Lala**
State/UT	**Assam**
Pincode	**788163**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Mithun Nath**
Phone no/Alternate Phone no.	**03844296049**
Mobile no.	**7002267622**
Registered Email	**iqac.lrc@gmail.com**
Alternate Email	**lalaruralcollege1964@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.lrcollege.org

4. Whether Academic Calendar prepared during the year

No

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
No Data Entered/Not Applicable!!!					

6. Date of Establishment of IQAC

20-Jan-2003

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Students Satisfaction Survey	**09-Apr-2018** **1**	**327**
parents Feedback Survey	**11-Apr-2018** **1**	**312**
Alumni Feedback Survey	**13-Apr-2018**	**89**

Teachers Feedback Survey	17-Apr-2018 1	17

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				

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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**No**
Upload the minutes of meeting and action taken report	**No Files Uploaded !!!**
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Regular Meetings of IQAC. Students Feedback Analysis and action taken Parents Feedback Analysis and action taken Alumni Feedback Analysis and action taken Teachers Feedback Analysis and action taken

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body, Lala Rural College	08-Jul-2022

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	04-Sep-2004
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	30-Sep-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Upgradation of the college website with importance to MIS Etendering through college website College website Notice Board. Advertisement through website

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The commencement of the new academic session has the Principal along with the head of the departments discuss the implementation of the curriculum in an effective manner and its completion within the specific schedule given by the parent university. An academic calendar is prepared by the college in accordance with the university calendar, requirement of the college, benefit of students and manageable well within the resources of the college. The Head of the Departments discuss the topics given in the syllabus with the faculty members. The classes are allotted by the head according to the class schedule provided in the routine of the college. The faculty members prepare their lesson plan as per the allocation of topics before the commencement of the session. The departments inform the students about the objectives and outcomes of their respective courses. Assignments are given, class tests are conducted by the departments regularly.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene	Skill Development

	urship
No Data Entered/Not Applicable !!!	

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
One Day Educational Tour Programme At Bardarpur	**27/02/2018**	**8**
[View File](#)		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The college has the tradition to collect feedback on various aspects and course from different stakeholders such as the students, alumni, faculty and parents using structured questionnaire. The feedback collected from the individuals had been analysed and taken to the consideration for the development of curriculum, teaching-learning process and environment of the institution. The stakeholder's

suggestions and proposals are very seriously taken into consideration and as per the institution take action. The teaching community is always linked with the student's progress therefore most expert and resourceful suggestions were obtained from 27 faculty members. The feedback form was designed in such a way that it covers all the aspects like Course/ syllabus, students, library, infrastructural facilities and institutional environment. From the analysis the following actions were taken as Faculties are encouraged to use non-teaching time for their research work, internet facility had been upgraded, different simulation tools are used in practical session and more cups and plates were purchased in the canteen. As alumni are also considered one of the important stakeholders of any institution so their suggestions are also very important. A total of 89 alumni took part in the meet. The following actions were taken on the basis of the feedback taken from the alumni like more relevant extra classes were arranged as Interactive Session, Career Counselling in the routine, Student attendance and class performance are checked on monthly basis, there is one Library work in the routine for students to visit and read syllabus related books and the college contemplating to avail assistance of alumni in annual gatherings. . As the parents need to know the internal environment of the college and they should be aware of their wards performance, a feedback form was served to all the parents concerned and an overwhelming majority of 312 have participated. The following suggestions can be deduced from the analysis of parent feedback like suggested for drinking water facility, Suggested for cleaning of both Girls' and boys' common room, Need a bike shed for parking. And accordingly the following actions were taken, Drinking water facility made available, Cleaning process is done on monthly basis. A total of 327 students participated in this survey. The following suggestions were found from the student feedback like more syllabus and reference books, improve the canteen facility and Cleanliness of the toilets. The following actions were taken that the college It is decided to purchase more competitive exam related books, running water facility was provided in the toilet and sports equipments are purchased whenever feel required.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Nill	300	300	300
BCom	Nill	100	37	37
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	741	Nill	28	Nill	Nill

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
28	23	4	4	4	Nill

View File of ICT Tools and resources
No file uploaded.

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
No Data Entered/Not Applicable !!!		

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
24	21	3	Nill	17

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Nill	Even sem	25/05/2018	19/08/2018
BCom	Nill	Even Sem	25/05/2018	19/08/2018

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The following reforms have been carried out effectively conducting in Continuous Internal Evaluation (CIE) system at the institutional level: ? Scheduling of Internal Examination, appointment of AOCs', seating arrangements as per seating plan, hall invigilators listed for every examination. ? Preparing the question paper for the internal examination in the prescribed pattern based on previous years' final examination question papers. ? Monitoring the attendance of the students for the Examination. ? Internal Assessment has to be carried out within the stipulated time. ? After completion of the internal examination, the concerned faculty members evaluate the answer scripts and distribute them among the students for doubt clarifications or re-correction if arises any. ? Result review meetings are conducted with result

	analysis and the remedial actions for further improvements are arrived after discussion with Principal, HoDs and faculty members.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institute prepares its academic calendar, based on the University calendar. It is provided to the students through prospectus at the time of admission. . The academic calendar is also provided to the other stakeholders of the college like the faculty members, office staff, GB members, etc. The calendar contains the yearly schedule of the college ranging from the list of holidays to the tentative date schedule of the college unit tests and final examinations. Apart from that, all the Government referred days (Assam Government and Central Government) to be observed by the College and its NSS unit as per Government schedule are also given. Adhering to the academic calendar the college has observed the following events in the academic year 2017-2018- Martyr's Day on 13th August, 2017, Independence Day on 15th August, 2017, Freshers' Meet on 30th August, 2016, Teachers' Day on 5th September, 2017, Birth Anniversary of Swami Vivekananda ji/ National Youth Day on 12th January, 2018, Saraswati Puja on 22nd January, 2018 Netaji Jayanti on 23rd January, 2018, Republic Day on 26th Janaury,2018 , Birth Anniversary of Dr. B.R. Ambedkar, 14th April, 2018 and Bhasa Shahid Divas on 19th May,2018.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.lrcollege.org/gallery/course%20outcomes%20(1).pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Nill	108	27	25
Nill	BCom	Nill	21	1	4.76
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.lrcollege.org/gallery/students%20feedback%20analysis%20report,%202017-18.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative

practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Economics	2
Manipuri	1
Bengali	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	9	Nill	Nill
Presented papers	4	11	Nill	Nill

View File

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga Day	IQAC, Lala Rural College	5	27
NSS Day	NSS unit of the college	6	64
Protest March against the heinous act of rape and murder of a young girl named Kinirung Reang	Women's Cell, IQAC in collaboration with NSS unit	15	37
World Health Day	NSS unit of the college	9	79
Special Camp	NSS unit of the college	6	50

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				

No file uploaded.

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
Nill	18.77

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nill	Nill	Nill	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4756	1189000	6	2100	4762	1191100
Reference Books	6740	2033214	Nill	Nill	6740	2033214
[View File](#)						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	8	16	1	1	1	8	0	50	0
Added	1	0	0	0	0	0	0	50	0
Total	9	16	1	1	1	8	0	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
Nill	4.93	Nill	13.84

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

> The college has a working systems and procedures for maintaining and utilizing physical academic and support facilities. 1. There is a budget provision for new as well as old facilities repair maintains which is allocated by the Governing Body in its meeting from time to time. 2. The college has a Construction Committee which monitors and supervises every new construction in the campus. 3. The college has Annual Maintenance Contract with ADOVE, Hailakandi for the maintenance of college website. 4. All facilities in the college like, Auditorium, Parking and Sports facilities are maintained on regular basis. 5. The cleaning and the maintenance of class rooms, laboratories are done by the non-teaching staff as per cleaning schedule monitored by the Principal. 6. The college has Annual Maintenance Contract with ADOVE, Hailakandi for the maintenance of computer Hardware, Repairing and maintenance and college website. 7. The college has Annual Maintenance Contract with EXABYTE Solutions, Silchar for maintenance of College Automation Software, engaged in Admission, Accountancy maintenance, Examination and preparation of Acutance.

https://www.lrcollege.org/gallery/4.4.2.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Govt. Free Admission Scheme	301	400566
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill
[View File]()			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual

harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	4	BA	Bengali, History	Assam University, Silchar	MA
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	3rd	National	1	Nill	Nill	K. debita Singha
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

No Data Entered/Not Applicable !!!

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

843

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

One meeting organized in every year

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Governing body, which is the highest body of the college management, is highly responsive, plans in meticulous manner to optimum utilization of resources. This body is constituted with local elite as president, the principal as secretary, two teachers' representatives, two university nominees and three guardian members. The sitting MLA is special invitee of the Governing body. In addition, the college has a teacher's council chaired by the principal, IQAC and other committees including student's union to help in design and implementation of quality policy and The college maintains an excellent interpersonal relationship with the management with teachers, office staffs and students. The head of the institution beliefs in total transparency and participatory management by involving all concerned individuals of the organization be it faculty members, office staffs and/or students. The college has information feedback tools like meetings of the staffs, head of the departments, teachers' council, students union, examination committee and various other activities which are organized from time to time. The management encourages staffs to give suggestions for improving the efficiency of the institution which are implemented on a priority basis. Fiscal accountability is accomplished through monthly accounts. The college pays timely dues, examination fees etc to the affiliating university and the tuition fees is paid to the Government of Assam as and when the government asked to do so. To address transparency in operation, the fees to be charged from the students is clearly mentioned in the prospectus. The scheme of evolution and the grievance redressal cell details are also clearly explained in the prospectus.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum Development: Curriculum development is a multi-step process of creating and improving a course taught at an institution. While the college is affiliated to the Assam University,

	Silchar, the broad framework including stages of analysis development and implementation is carried out by the affiliating university for the undergraduate courses by a designated body called BUGS. The college implements ideally through a continuous improvement model with a linear approach. Lesson plans is prepared by each teacher which is frequently reviewed, revised and updated as new and different needs arise. The faculty members undertake a thoughtful and methodical approach to determine the needs of the students to be required to learn.
Teaching and Learning	Teaching and Learning: The faculty is encouraged to be a profound learner by continuously enhancing their skills. They are encouraged to attempt workshops, seminars, short term courses along with Orientation and Refresher courses organized by different universities and institutions to acquire new knowledge and improve their practical skills. Faculty is also encouraged to use ICT as an effective teaching tool and is trained through various internal and external programs. Faculty is also encouraged to visit the other institutions for academic excellence and adopt their best practices in teaching and learning.
Examination and Evaluation	Examination and Evaluation: Examination is a sub-system of evaluation which measures both qualitative as well as quantitative aspects of a student. The objective is to expose students to continuous evaluation. This system ensures that the students develop the ability to study on a regular basis. Students are required to sit for two tests which are conducted as per academic calendar of the affiliating university. Weightage of marks is given to the higher of the two obtained by the students which is counted as the internal marks of the students. Apart from this for a better academic performance of the students, departments used to engage students with assignments, quizzes, presentation or any other similar activities besides the two tests.
Research and Development	Research and Development: The College encourages the faculty for pursuing research. They are especially

	encouraged to do doctoral research.
Library, ICT and Physical Infrastructure / Instrumentation	Library, ICT and Physical Infrastructure / Instrumentation: It is an unwanted truth that the college is not having a regular librarian despite having a well furnished library in the college. The college made several representations to the government through the Director of Higher education Assam which is yet to be filled up. Presentably, the college is giving services to the students for lending and collection of books through contractual staffs.
Human Resource Management	Human Resource Management: The progress of an organization depends upon the human resource management effectively. The college has a well set up structure for the effective use of human resource. There are different cells and committees consisting well versed people in the particular areas to carry out different tasks for overall development of the college.
Industry Interaction / Collaboration	Industry Interaction / Collaboration: The College believes in a smooth transition for our students from campus to corporate. Hence, the Commerce Department and Economics Department engaged the students with Industrial and Educational Tours encourage mutually beneficially dialogues with local entrepreneurs and industrial owners and accordingly the college takes important suggestions from their end for the benefit of the students.
Admission of Students	Admission of Students: Since the college is situated in rural area which is located in the outskirt of Lala Town, there is some hardship to attract larger number of students' enrolment. Every year the new application for admission is around 350 to 400. Out of which most of the students who seek admission get themselves admitted and the total intake seat capacity of the college is around 350-360. Proper advertisement is made in the local dailies and the link is provided in the college website where all information regarding admission is displayed.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	Planning and Development: To use ICT in the process of planning college

	events and activities, the college uses personal e-mails. Important notices and reports are also circulated through e-mails. E-governance is the integration of Information and Communication technology in all the working process of the college. It aims to minimize the manual efforts and improve the communication, create transparent system and to be cost and time effective.
Administration	Administration: The College has bio-metric attendance for teaching and non-teaching staffs. The college campus is equipped with 08 state of the art CC TV cameras installed at various important places in the northern side of the campus and surveillance by the Principal. The Information and Communication Technology have been introduced in the administrative work.
Finance and Accounts	Finance and Accounts: The Information and Communication Technology is also used in Finance and Accounts. This section of the college is partially e-governed. College Automation Software is used to prepare accounts, generate various reports, acquaintance of the staffs, individual pay slips of the staffs etc.
Student Admission and Support	Student Admission and Support: The College is proposed to start online admission process of the students. Presently student admission in the college is completely is made through offline system.
Examination	Examination: The College uses Information and Communication tools to conduct examinations by using College Automation Software, the college generates seat numbers, class-wise Roll seats for all classes, students fee record and sitting arrangements for university examinations.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!
No file uploaded.

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
UGC Sponsored Orientation Programme	1	01/06/2017	28/06/2017	28
Orientation Programme	1	19/02/2018	18/03/2018	28
Refreshers Course	1	08/12/2017	29/12/2017	21
Orientation Programme	2	01/06/2017	28/06/2017	28
One week workshop on "Research Methodology and Data Analysis"	1	28/08/2017	01/09/2017	4
No file uploaded.

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
20	27	11	16

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
There is a Co-operative Society of the college for all the employees in the name of LRC Thrift and Credit Co-operative Society Limited.	There is a Co-operative Society of the college for all the employees in the name of LRC Thrift and Credit Co-operative Society Limited.	All the Government welfare Schemes such as Scholarship for SC, ST and OBC, economically weaker section and minority scholarship are implemented from time to time.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college outsources local Auditor for internal audit who audits all the accounts annually. The audit reports are prepared and made it ready for government report which is done in every three to five years. Till date there have been no major objections and no adverse comments on the accounts.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		

No file uploaded.

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	No	Nill
Administrative	No	Nill	No	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The college organizes Parent Teachers meetings from time to time which are also a mutual platform to work for the betterment of the college, teaching and everything that influences the physical and intellectual growth of a student. Parent teachers meeting help both parents and teachers to involve and discuss and solve any issue which they are facing. 1. The parent teachers meeting help teachers to listen to parents which helps to understand what really the parents wants for their words. 2. Parent teachers meetings provide a fresh insight on the improvements that are needed. 3. It also provides opportunity to talk about academic performance of each student

6.5.3 – Development programmes for support staff (at least three)

The College organizes development programme for its support staff from time to time wherein the staff members participate. 1. In these interactions staff members are engaged with live situations of the conditions and to make themselves equipped with positive ideas with which they can render best of their services to the college. 2. The college authority maintains cordial working relation with every staff members who also play a key role in the smooth functioning of the day to day affair of the college. 3. Every permanent staff members of the college are members of the LRC thrift and Credit Co-operative Society Ltd which is one of the most important financial portfolios of the institution.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Teachers may be encouraged to conduct research: - The College encourages research activities for the teachers and to undergo doctoral researches. Presently there are 17 teachers who have been awarded PhD degrees by various universities. 2. Strengthening of computer applications and internet etc.:- The College has a dedicated internet facility in the campus with Wi-Fi facility.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Regular Meeting of IQAC	28/09/2017	28/09/2017	28/09/2017	16
2017	Regular Meeting of IQAC	04/12/2017	04/12/2017	04/12/2017	16
2018	Regular Meeting of IQAC	12/04/2018	12/04/2018	12/04/2018	16
2018	Regular Meeting of IQAC	02/05/2018	02/05/2018	02/05/2018	16
2018	Students Feedback Analysis	09/04/2018	09/04/2018	09/04/2018	327
2018	Parents Feedback Analysis	11/04/2018	11/04/2018	11/04/2018	312
2018	Alumni Feedback Analysis	13/04/2018	13/04/2018	13/04/2018	89
2018	Teachers Feedback Analysis	17/04/2018	17/04/2018	17/04/2018	27
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries

Ramp/Rails	Yes	Nill
Rest Rooms	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	21/06/2017	1	International Yoga day	Sustainable Health Development	32
2017	1	1	24/09/2017	1	NSS Day	familiarization of students with NSS	72
2018	1	1	24/03/2018	1	Protest March for Justice	Nill	52
2018	1	1	07/04/2018	1	World Health Day	Nill	88
2018	1	1	07/04/2018	1	NSS Special Camp	Plantation, Medical Camp	56
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Student Union Constitution	15/08/2018	Student Union Constitution 2017 - 2018 Lala Rural College faculties asked to students to formation of their student union in the college through the selection or Lyngdoh Commission. Some students favour of election through Lyngdoh commission and some other through selection process. Finally students are held a meeting in college premises and unanimously decided to selection process through their mutual

understanding and form the student union 2017-2018. After formation of Student Union they elected President of the Union, this is the first time history of the college and Followed by Vice president, General secretary, Secretaries of Boys common room, Girls common room, cultural, games and sports and debate, social welfare etc. Incharge of the above mentioned portfolio are selected from different semester consist ting male and female.

| 7.1.6 – Activities conducted for promotion of universal Values and Ethics | | | |

Activity	Duration From	Duration To	Number of participants
Yoga Meditation	21/06/2017	21/06/2017	32

View File

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

No Data Entered/Not Applicable !!!

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link Best Practices: Title of the Practice: Clean and Green Campus Initiative 1. Objectives of the Practice: The following are the objectives of the practices: i.To create awareness and encourage among the students to keep environment of the college clean and green. ii.To plant rare and medicinal plant in the campus. iii.To support and implement "Swachh Bharat Abhiyan" for healthy college campus. 3. The Context A clean environment is a basic necessity of human beings for health and efficient. The main of them practices impart knowledge, create awareness and developed attitude of concern and to nurture necessary skills to handle the environmental issues and challenges. The rural village regions and green landscaping of college are the necessary features for saving and sustain eco-friendly campus. To fulfill our objectives we should motivate staff and students of our college to take clean and green initiative like cleaning the campus, minimize use of plastics, planting trees increasing in garden areas switching of light, fans etc. 4. The Practice This best practice is significant step in involving the students to make the college clean, green and in term creating awareness about the conservation of the environment. The campus practices include the sweeping and mopping all hard surface flooring. Cleaning the wall, windows and other surfaces of rooms and building throughout the campus. The college has also developed beautiful campus with lawns and botanical garden. Posters are displayed on the college for encouraging ideas of plastic free campus. LED Bulbs are installed in the college buildings to save

electricity. 5. Evidence of Success: Through periodical tree plantation flora and fauna on the campus has enriched which has turned into eco-friendly campus. The campus is now having developed and well maintained trees like Devdaroo, Bokul and gardening area in our college. Moreover, our college area is clean and green as well as surface was windows and other surface of rooms and buildings throughout the campus. Through NSS activities students are made aware of environmental issues. 6. Problems Encountered and Resources Required Our college campus is open on its one side due to incomplete boundary wall and hence it is open for thoroughfare. This is case for allows stray animals to wonder in search of food as a result trees and gardens are damages. Moreover our college campus is divided into two parts by PWD roads. So there are always running different types of vehicles. So there are great problems such as noise, pollution etc. Moreover, green campus initiative is rather expensive practice. Its need an expert advice and investment of resources.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.lrcollege.org/gallery/7.2.1.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Motivating Parents for Encouraging their Children to Pursue Higher Education For Surrounding Rural Areas of Lala It is very importance in the overall progress and development of the institution. Our college i.e. Lala Rural College with this view has its own mission statement accordingly we always try to function uniquely, innovatively and distinctively from the other institutions. As far as our mission and vision is concerned, our college always tries to implement the distinctiveness in the work. Our college has a large number of students from the surrounding rural areas. The numbers of girls' students are comparatively more. Most of the students are from rural areas and poor family background. Lala rural College always encourages for higher education to the students especially rural poor students. Educations have a desirable control over rural individual's family, community and society development, leading to poverty reduction, income equality and reduce unemployment. Education plays a key role in heath care and governance system in rural areas. Education is the mirror of society and seeds of social economic development. It transforms people from ignorance to enlighten. In rural development play a major role. About 80 percent our population still resides in rural areas. So for the development of this country we need to take emphasis on the development of rural areas. It is very much importance in the overall progress and development of the institution. With this view our college has its own mission accordingly we always try to function uniquely innovatively and distinctively from the other institutions. As far as our Mission and Vision is concerned, our college always tries to implement the distinctiveness in the work. Lala Rural College was established in the year 1964. The main aim was to provide an opportunity to the rural students of this area specially the rural girl students to pursue the higher education for their development and progress of the family. .According to our mission we expose the girls students to get an opportunity to participate in every curricular and extension activities. Through the NSS the students get a stage to develop their academic, cultural and social consciousness. The women cell of our college organizes the women empowerment programme for making girls' student confident enough to struggle the battle of life. The NSS of our college organized health check up camp to find out the health issues and provide free medicines every year. The college is working on the right and systematic kind of support system, and therefore, works jointly enable the rural students to strengthen their capacity through

the contextualized response interventions Our college organizes the women empowerment programs for making them confident enough to struggle the battle of life. Education has given them opportunity to actively participate in Hockey.

Provide the weblink of the institution
https://www.lrcollege.org/gallery/7.3.1.pdf

8.Future Plans of Actions for Next Academic Year

The college IQAC has identified the broad objectives which the college should strive to achieve during tins [period. 1. to create and enabling environment for holistic development of students, faculty and support staff. 2. to facilitate continuous up gradation and updating of knowledge and use of technology, by teacher and students, 3. to fulfil social obligations organizing programmes and activities for the benefit of the community 4. to create awareness an initiate measure for protecting and promoting environment 5.to encourage and facilitate research culture, to promote research by teacher and student 6. To provide resources required for use of technology to provide online course contents, video lectures, etc., to overcome constraints