YEARLY STATUS REPORT - 2020-2021

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 its own campus?	Yes
• Phone no./Alternate phone no.	+919101282406
• Mobile No:	7002267622
• Registered e-mail	lalaruralcollege1964@gmail.com
• Alternate e-mail	iqac.lrc@gmail.com
• Address	Lala W/No. -10, P.O.-Lala, P.S.-Lala, Dist.- Hailakandi,
• City/Town	Lala
• State/UT	Assam
• Pin Code	788163
2.Institutional status	
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**Assam University Silchar**	
• Name of the IQAC Coordinator	**Dr. Mithun Nath**	
• Phone No.	**+917002267622**	
• Alternate phone No.	**7002267622**	
• Mobile	**9401091120**	
• IQAC e-mail address	**iqac.lrc@gmail.com**	
• Alternate e-mail address	**prinlala1964@gmail.com**	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.lrcollege.org/gallery/aqar%202019-2020%20edited.pdf	
4.Whether Academic Calendar prepared during the year?	**No**	
• if yes, whether it is uploaded in the Institutional website Web link:		

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C++**	**0**	**2004**	**04/11/2004**	**03/11/2004**

6.Date of Establishment of IQAC	**20/01/2003**

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
Lala Rural College	**College Eco Club**	**ASTEC, Guwahati**	**2021**	**5000**
Lala Rural College	**Toilet Repairing**	**DC, Hailakandi**	**2021**	**45213**

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	4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

1. MoU with S.S. College, Hailakandi signed on mutually agreed terms and conditions on 12th January, 2021 and renewed the existing MoU with S.K. Roy College, Katlicherra, including new areas of co-operation on 21st December, 2021. 2. A One-day Faculty Development Programme has been organized on 10th February, 2021 at the meeting hall of Old Library Building of the college inviting Prof. Joyati Bhattacharya, Director, IQAC, Assam University, Silchar and Prof. Dibyojyoti Bhattacharjee, former Director, IQAC, Assam University, Silchar.

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
Introduction of Online Classes in Covid-19 scenario	All Departments have started online classes using Whatsapp Messanger, Google Meet, Goom, Google Classroom etc

13.Whether the AQAR was placed before statutory body?	Yes
• Name of the statutory body	

Name	Date of meeting(s)
Governing Body, Lala Rural College	**08/07/2022**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	**30/09/2020**

15.Multidisciplinary / interdisciplinary

NA

16.Academic bank of credits (ABC):

NA

17.Skill development:

NA

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

NA

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

NA

20.Distance education/online education:

NA

Extended Profile

1.Programme

1.1   **14**

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

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

2.Student

2.1   **756**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **210**

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   **49**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **27**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **23**

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	**14**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**756**

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	**210**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**49**

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**27**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	23

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

4.Institution

4.1 Total number of Classrooms and Seminar halls	16
4.2 Total expenditure excluding salary during the year (INR in lakhs)	9.82590
4.3 Total number of computers on campus for academic purposes	14

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

The college follows the syllabus of Assam University (the affiliating University) for T.D.C. (BA. & B.Com.) programmes. To ensure effective delivery of prescribed curriculum, all HODs of the college distribute their concerned curriculum between/ among the faculties of the department and prepares individual lesson plan based on the given curriculum. Classes are taken systematically as per the class routine prepared for each programme at the beginning of every academic session. Teachers also use TLM (both manual and electronic) to facilitate effective classroom communication and lesson delivery. Besides, all teachers maintain Teachers' Diary to document their daily academic activities in and outside the classroom. At the onset, our college conducts meetings with the HODs before commencement of classes and internal assessments as well as Internal Quality Assurance Committee (IQAC) to discuss and develop plan of action for effective enactment of the curriculum. IQAC monitors the academic activities on regular basis to ensure the execution of time table

and also monitors implementation of academic calendar and teaching-learning process.

But this year, due to covid-19 pandemic, the traditional process could not be followed because Government guidelines and SOPs were maintained strictly.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.lrcollege.org/gallery/teachers%20diary,%202020-21.pdf

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

Before the commencement of each semester, Assam University, Silchar (the affiliating University) notifies the holiday's list and institution prepares an academic calendar for all the programmes, which contains the date of commencement, last working day of the semester, internal assessment schedule and dates for semester end examinations. Our college follows the calendar strictly and plans all its activities including the conduct of internal evaluation. College calendar of events includes details like the total of working days and holidays. Departmental Heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by the faculty members. Internal assessment test is a part of the Continuous Internal Evaluation (CIE) of students. The internal assessment test timetable is prepared by the Examination Committee and is published to stakeholders and conducted as per the schedule.

The Principal, through the academic committee meetings, frequently review the semester programmes and provides suitable suggestions. In case of revision of academic calendar by the University, institute incorporates the necessary changes accordingly. But for the session 2020-21, due to Covid-19 pandemic all the Government guidelines are followed including Government SOPs.

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

C. Any 2 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

2

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
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)

`0`

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

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

`0`

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

`0`

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

1.3 - Curriculum Enrichment

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

Our college celebrates days of National and International importance as Republic Day, Womens' Day, No Tobacco Day, Teachers' Day, Anti Terrorism Day, International Yoga Day, etc. These celebrations nurture the moral, ethical and social values in the students. The college has Women Cell & Grievance Redressal Cell to provide counseling to the students, promote gender equity among students and also deal with related issues of safety and security. The college campus is under CCTV surveillance. There are separate Girls' and Boys' Common room (in-campus) for providing recreation facilities to all students. The college offers Environmental Studies (EVS) course for both Arts and Commerce programme under Assam /university syllabus to insert values and awareness among students about the importance of environment and ecosystem.

Besides, the college has a water body inside its campus for rain water harvesting which is used for gardening, toilet & cleaning purposes. The college has a tradition of plantation of saplings in all occasions comprising the Earth Day, World Environment Day, NSS Day and so on. Keeping in view the environmental aspect, the college has its Eco-Club and Campus Beautification & Aforestation Cell, IQAC.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

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

0

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

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

E. None 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)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

E. Feedback not collected

File Description	Documents
Upload any additional information	No File Uploaded
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

400

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

173

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

2.2 - Catering to Student Diversity

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

The various departments of the college assess the learning levels of the students and organize special programmes for advanced learners and slow learners. Advanced learners and slow learners are identified on as per their responses in the class room as well as their performance in the internal examinations. Advanced learners are encouraged to ask their concern freely and frequently with the teachers. They are encouraged to study recommended advanced textbooks for their advanced studies. Online resources are made available to them in order to strengthen their subject based knowledge. They are motivated to participate in seminars, workshops and group discussions to enhance their knowledge and build confidence in them.

The departments use monitoring and mentoring to keep track of slow learners' progress. Along with teachers some advanced learners are encouraged to mentor weak students and help them with explanation and notes. The department organizes remedial classes for slow learners, where in they are encouraged to identify and overcome their shortcomings. Revision classes and counseling sessions are held and additional teaching is taken up by the faculty members if required. The department provides atmosphere for conductive learning to both slow and advanced learners.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
756	27

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

Students are encouraged to participate in field visits and surveys to supplement the teaching process and provide experiential learning. . The various departments of the college plan and organise educational tours and field visits for students to enable them to view the world from a different and new perspective outside the scope of a monotonous curriculum.

In participative learning, teachers make classes as interactive as possible. Group discussions under the guidance of teachers are conducted; where in the ideas and views of each student is explored. Every department's teacher facilitates learning by allowing each individual student to comprehend at their personal level by ensuring their involvement in class activities so that they can absorb and grasp information at their own pace. The students are encouraged to participate in activities and camps of NSS in order to inculcate in them a sense of social obligation and responsibility for social and community welfare.

Internal assessments in the form of assignments are so planned so as encourage students to work independently by researching on the given topic and thus enhancing writing skills and inculcating interest in research activities. Further, the assignments are presented by the students in front of the entire class.

File Description	Documents
Upload any additional information	**No File Uploaded**
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 college is well equipped with some basic digital infrastructural devices such as computers, digital smart boards, zerox machines, printers, etc.

During the period of pandemic the institution switched to some digital initiatives in teaching learning and evaluation. All the departments adopted the best ways to set up a virtual classroom for the students to facilitate maximum syllabus coverage and keep the students engage with the system. Some of the popular ICT tools, which have been used by the various departments to make the teaching learning experience more interesting, are WhatsApp messenger, Google Meet, Zoom, Gmail, etc. WhatsApp messenger has been mostly used to offer the handwritten notes whereas Google meet and Zoom have been used to deliver lectures and have an interactive session with the students in virtual platform. Besides this, Gmail has been used as a medium to collect online assignments from the students as and when required. Online quizzes and unit tests have also been organized frequently for students using Google Forms.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.lrcollege.org/gallery/ict%20tools.pdf

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

22

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

2.4 - Teacher Profile and Quality

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

23

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

17

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

30

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

In order to ensure transparency, the entire evaluation procedure of internal assessment including rules and regulations of the affiliating university are well communicated to the students. A detailed academic calendar, prepared by the institution, is followed which is made available in the notice board of the college as well as in the college website.

Evaluation method is designed in such a way that the periodic performance of the student can be checked and reported. Model questions and marking scheme is explained by considering the previous years' Final Examination question papers.

Internal assessment comprises of two periodical tests and student attendance for all the departments of the college and assignments for practical papers in case of commerce department only. Proper routine is prepared for the unit tests and the tests are conducted under the supervision of invigilators. After evaluation, marks and assessment copies are shown to the students with prior suggestions and also to bring out discrepancies if any. All the records and data bank of attendance in internal examinations, question papers, answer sheets/copies, summary of marks sheets, are properly maintained by the teachers for academic monitoring/academic audit.

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 well organised mechanism for redressal of internal examination related grievances i.e. a transparent, time-bound and efficient method is being followed in dealing with internal examination related grievances. The teacher concerned evaluates the papers within a week of conduction of test. The evaluated answers sheets are then shown by the teacher to students in class and individual grievances are undertaken as well as the mistakes are pointed out that contributed to the obtaining of below expectations if any. This provides a transparent way for students to reflect on their strengths and areas of improvements. This further enhances the transparency and rapport between faculty members and students. Marks of both the unit-tests is calculated and displayed in the notice board at the end of the 2nd Unit Test and if any discrepancies are reported by the students related to the marks of Unit Test-1 that displayed earlier or any other, then it is resolved by the concerned subject teacher immediately. If the case happens to be a matter which cannot be resolved at departmental level then the concerned student can approach the Grievance Redressal Cell, IQAC and get the matter redressed as per requirement.

File Description	Documents
Any additional information	No File Uploaded
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.

In the very beginning of the academic session, a Teachers' Council meeting is held, wherein the program outcomes, program specific outcomes and course outcomes in general are discussed. In this very meeting, a resolution for departmental meeting is passed and accordingly all the concerned departments of the college held their departmental meetings before the commencement of classes and have an in-depth discussion on their concerned programme and course outcomes. The departments also plan out the mechanism for communicating the same to the students.

As per the proceedings of the departmental meetings held during this academic session 2020-21, the teachers came up with the following mechanisms for communicating programme and course outcomes to the students : classroom discussions, parent –teachers

meeting, etc. Besides, outcomes are also displayed in the classrooms for the convenience of the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	View File

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

The assessment methods for measuring the level of attainment of POs , PSOs and Cos include direct methods like class tests, interactive sessions, group discussions, internal assessment, assignments, classroom seminars, quizzes and semester end examinations. The overall attainment is measured on the basis of their performance and participation in the above mentioned assessment methods.

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

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

49

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://www.lrcollege.org/gallery/survey%20report.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)	No File Uploaded

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)	No File Uploaded
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

0

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

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

3

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

9

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

NIL

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)	**No File Uploaded**
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

7

File Description	Documents
Reports of the event organized	<u>View File</u>
Any additional information	**No File Uploaded**
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

451

File Description	Documents
Report of the event	View File
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

2

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	No File Uploaded

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

With the introduction of CBCS by the Assam University, Silchar from the Academic year 2018, the college felt the infrastructural facilities inadequate as the college has only 15 numbers of classrooms available where in the classes for Higher Secondary are also to be adjusted. The total of the college covers 22015 square fit. Spread in two sides of PWD Road and there is adequate space available for construction of additional classrooms.

Classroom: The college requires more classrooms to accommodate the increasing number of students but as there are only 15 numbers of classrooms; the college has to adjust the increasing number of students within these classrooms. The college provides the requirements of classrooms e.g.: desks, bench, chairs, blackboards, chalk, etc.

Laboratory: There is a Computer Laboratory in the college. In the laboratory there are 14 numbers of Computers in working position at present. Students go in regular basis to practice the computers in Computer Laboratory. The students of commerce stream are generally using the computers.

Computing Equipment: The college has installed the computer in the office in 2005/2006. At present all the official activities are including Admission, Examination, Preparations of Acutance etc. are being done through computers.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.lrcollege.org/gallery/4.1.1%20 2020-21.pdf

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

The college has Cultural Committee, which organises various cultural programmes are in the well-furnished Auditorium Hall which is situated in the south block of the college.

The college has open fields in both the blocks of the college for conducting sports activities. There is a Basket Ball Play Ground, which is under construction.

Outdoor Games: Cricket, Volleyball, Badminton, Athletics of both girls and the college has permitted the District Sports Authority to use the college field to practice Hockey for girls where in the students of the college also participate in large numbers. Till date as per the data provided by the D S A Hailakandi, a total of 33 girls of the locality have been recruited in Assam Police Department.

The college has its own well equiped gymnasium. Many students of our college exercise for healthy and physical fitness and also give the messages to our environment a peaceful healthy life in future.

The college observes the International Yoga Day. The students as well teachers practices Yoga on International Yoga Day, 21st June.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.lrcollege.org/gallery/4.1.2%20 2020-21.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://www.lrcollege.org/gallery/4.1.3.pdf](#)
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)

9.82590

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	**No File Uploaded**
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 yet to be automaated. As there is no parmanent post of Librarian, the Library of the college is being maintained by the non-sanctioned staff.

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

4.2.2 - The institution has subscription for the **E. None of the above** **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

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)

0.8

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

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

80

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

4.3 - IT Infrastructure

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

The college has a dedicated Wi-Fi facility. The college has started online admission from 2018, maintenance of Accounts, Preparation of Acutance, Examination Works are also made thoroughly by using software which is outsourced from a third party who provides the said services and its maintenance. The college regularly maintains and updates the IT facilities, which includes, Power supply, Fire Extinguisher, Earthquake safeguard. Air conditioning facility is available in Principal room of the college. In both campuses CCTV cameras are installed.

The Administration building .Common Room areas and Class Rooms in the campus are now Wi-Fi enabled. There are 14 numbers of Computers and 1(one) Laptop in Office with latest configuration. A total 03 (Three) numbers of Computers and 1 (One) Laptop are in the IQAC, and in Library of the college, there are 2 (Two) Computers. Besides in the department, the college has provided 12 number of Laptop to the faculty members. All together there are 34 numbers of computers and 14 numbers of Laptops in the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.lrcollege.org/gallery/4.3.1.pdf

4.3.2 - Number of Computers

14

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

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

9.82590

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	**No File Uploaded**
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.

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.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.lrcollege.org/gallery/4.4.2.pdf

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

751

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
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

0

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

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

C. 2 of the above

File Description	Documents
Link to institutional website	<u>https://www.lrcollege.org/gallery/ict.pdf</u>
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

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

0

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

0

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

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

B. Any 3 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

12

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

7

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	**No File Uploaded**
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.

0

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

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)

Lala Rural College inspires and facilitates students' representation in various administrative, co-curricular and extra-curricular activities. Students are represented in various committees and get actively involved in supporting and organizing different programmes and college related activities. As the students are the next generation, so learning process of social duties and responsibilities is started from the student life. National Service Scheme (NSS) is such an organ which provides ample opportunities for the students to take active part in the process of social change. The student volunteers of NSS, Lala Rural College unit enthusiastically get involved in different programmes and activities like NSS Day (NSS Foundation Day, old cloth distribution programme (in collaboration with Womens' Cell, Lala Rural College), Anti-Terrorism Day, World Anti-Tobacco Day, National Voters' Day, 32nd Road Safety Month Programme and national Youth Day.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/5.3.2%20 extension%20participations.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

2

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

5.4 - Alumni Engagement

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

The College, at present, has a Alumni Association (not registered) which has been contributing significantly towards the development of the college since last two decades. No financial contribution received from the association during this academic year

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our Vision

Our vision is to create knowledge based human resource equipped with a scientific temper and team spirit and making them competent and ethically strong future citizens who can successfully face challenges in life and effectively contributes to the society.

Our Mission

Our mission is to provide quality education to students including economically weaker students in particular, irrespective of the cast, creed or any other consideration and in this process of learning system to ensure their full dedication and commitment in all spears of life.

Objectives

The objectives of the New Education Policy 2020 is clearly reflected in the mission and vision of the college for providing education to all by ensuring the quality of being fair and impartial and increasing access to education. It is a motto of the college to inculcate value system by ensuring that academic excellence leads to character development.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/lala%20rural%20college%20prospectus%20-%202021-22.pdf
Upload any additional information	No File Uploaded

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

The Governing body, which is the highest body of the college management, is highly responsive and 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. 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 plans.

The college maintains an excellent interpersonal relationship with the management with teachers, office staffs and 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.

To address transparency in operation, the fees to be charged from the students is clearly mentioned in the prospectus. The scheme of evaluation and the grievance redressal cell details are also clearly explained in the prospectus.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/6.1.2.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College since its inception in 1964 has always had a strategic plan to achieve its vision and mission and guide it in the path of growth and development. Despite its rural location the college successfully imparted education to economically weaker section of the society and first learners of this part of the state.

In 1990s the college tremendously improved in all the areas and in 2004 the college has accredited by NAAC with C++.

According to the recommendation of the NAAC Peer team, the college focused on improving quality education thereby encouraged the faculty to undertake research activities and today the college has nearly 70% of faculty members and the college aims it to increase to more than 90% in the next 5 years.

To impart quality education as per the academic calendar issued by the University, suggestions are sought from the faculty members. They are finalized by the HoDs of all the concerned departments in consultation with the faculty members. Thereafter it is discussed in the HoDs meeting with the principal.

Moreover, the college singed MoUs with S.K Roy College, Katlicherra and S.S College, Hailakandi for faculty exchange which

will eventually benefit all these three institutions.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://www.lrcollege.org/gallery/nep2020.pdf
Upload any additional information	**No File Uploaded**

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

The organogram is an administrative diagram of a college which describes the decentralized structure of administration. The college administration is a co-operative effort of Principal, teaching staff, non-teaching staffs and students with the co-operation and support of all stake holders in pursuit of the common objective. The highest management body of the college is called the Governing Body under the Presidency of an eminent educationist, who is appointed by the Director of Higher Education, Govt. of Assam. The Principal is the member secretary of the governing body. The governing body is represented by two members from the teaching staffs as teachers representatives, one non-teaching staff representing the non-teaching staff, two university nominees and three guardian members.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	https://www.lrcollege.org/gallery/organogram%20lrc%20copy-ts1661505176.jpg
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	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

Teaching

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.

Non-Teaching Staff

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.

Students

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.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/6.3.1.pdf
Upload any additional information	No File Uploaded

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)	**No File Uploaded**

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

0

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	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

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

11

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

Performance appraisal policy is the way to ensure the performance oriented work environment in the organization. Lala Rural College makes efforts to improve the academic training and the research by encouraging the faculty members to participate in Orientation programmes for Refresher courses, Short term courses, Workshops on ICT and many other such activities organized by different universities and colleges.

Teaching staffs:

Ø Promotions are based on the PBAS Performa for UGC CAS that is based on the API score.

Ø The institution undertakes a wide range of activities besides academics through various cells and committees and accords appropriate weightage for these activities in their overall assessment.

Ø The PBAS Performa filled by the faculty members is checked and verified by the heads of the departments followed by the Coordinator IQAC and the Principal.

Ø Promotions of faculty members are based on their API score and are required to appear before the DPC formed by the affiliating university through the Director CDC.

Non-teaching staffs

All non-teaching Staffs are also assessed through annual

confidential reports and annual performance appraisal. These systems help in the evaluation of performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performances.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/6.3.5%20%202020-21.pdf
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 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.

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

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)	**No File Uploaded**

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

The institution has a transparent financial management system in which the government funds and UGC funds are main sources of funds. The governing body co-ordinates and monitor the optimal utilization of funds for the promotion of learners centric eco-system. Funds are basically provided to meet the infrastructural requirement of the institute. Apart from the funds received from Government and the UGC, admission fee is collected from students. Out of the admission fee collected, the government collects the tuition fee from the college.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/6.4.3%20 2020-21.pdf
Upload any additional information	**No File Uploaded**

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

1. The college encourage 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. The college has a dedicated internet facility in the campus with Wi-Fi facility.

3. The college concluded Memorandum of Understanding with S.K Roy College, Katlicherra and S.S College Hailakandi to felicitate faculty exchange programme which will eventually benefit the

institutions.

4. The college has three numbers of ICT functional classrooms.

5. The college has a dedicated Computer lab with ICT facility.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/6.5.1%20%202020-21.pdf
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

To enhance the effectiveness of teaching and learning and to produce skill based graduates, departments like Commerce and Economics undertake local tea industry visit and field visits and accordingly students submit project reports. Departments like History, Bengali also organize departmental tours in various historical Sites and Cultural Sites.

Faculties are encouraged to participate in national and international seminars and workshops and to publish articles and chapters in the UGC care listed journals and magazines.

Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 200 words each

1. **The college facilitates the faculty to attend Faculty Development Programmes such as Orientation course, Refresher course, short-term courses, participation and presentation in seminars, conferences and workshops. The college has four classrooms with penaboards and a computer lab for an effective teaching-learning reform. Many teachers have published research papers in national and international journals. Teachers have also presented papers in different**

seminars.

2. **The college in 2021, have signed MoUs with S.K Roy college, Katlicherra and S.S College, Hailakandi for exchange of faculties for a better teaching-learning reform.**

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.lrcollege.org/gallery/6.5.3.pdf
Upload e-copies of the accreditations and certifications	View File
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

The college has been adhering to the idea of gender equality by giving equal consideration to the girl students honoring their identity and ethnicity irrespective of caste, religion and gender. Lala Rural College boasts of a women's cell that creates awareness among the students enlightening them about women empowerment. This

cell notifies posters and other circulars of the government time to time informing about stringent measures against women harassment and ragging. The college authority including the Women's and Anti-ragging Cells even takes their parents into confidence while dealing any kinds of problems faced by the girls if necessary. In addition, N.S.S. unit of the college sensitizes them about how to cherish the values of equality, social justice and tolerance.

Moreover, the college has installed several CCTV cameras inside the campus and computer monitor is kept in principal and IQAC coordinators room. The student counseling center counsels students to keep them psychologically strong and confident enough to overcome any types of depression they face in life. The college has provided separate common room for girl students which are equipped with items like carom, badminton, chess, table chair, mirror etc. The college has provided toilet and washroom separately for girl students.

File Description	Documents
Annual gender sensitization action plan	Nil
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://www.lrcollege.org/gallery/7.1.1%20(2020-21).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

D. Any 1 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 facilitates several measures for the management of degradable and non-degradable wastes. The primary focus is to reduce and recycle the wastes. The college is committed to protecting environment, health and wealth-being through implementation of effective waste management. The college conducts Swachha Abhiyan and other allied programs through the NSS unit to engineer the required management of degradable wastes. There are different dustbins placed in the various parts of the college campus for collection of solid waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://www.lrcollege.org/gallery/7.1.3%20 (2020-21)%20pdf.pdf
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   B. Any 3 of the above

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

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
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

E. None of the above

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

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).

The college through different cells conducts programs that tend to create an inclusive environment in the campus. For example, Fresher's Social and Annual Social Meet are annually held where different cultural and sports events are held with students being educated about how to inculcate cultural values. Besides, to mark occasions like Independence Day and Republic Day, quizzes, speeches etc. are organized to highlight a sense of belonging and love for country amongst students. National Voters' Day is celebrated to make aware students of the importance of casting vote or enrolment in electoral roll. Anti-Terrorism Day and World No Tobacco Day are conducted where students are sensitized to the banal effects of tobacco consuming and terrorism. World Environment Day and International Yoga Day are celebrated that offers the importance of keeping environment pollution free and keeping health in good stead. Besides, Milad e Mehfil, Saraswati Puja etc. are annually held where students participate with great enthusiasm. Furthermore, through Blood donation camp and Special camps students are given first-hand knowledge of work and assistance attributed to the welfare and well-being of communities.

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

The college organizes various programs from time to time for the promotion of constitutional values, rights, duties and responsibilities of citizens. The college designs various activities to create awareness about the national identity and symbols. Our college celebrates 13th August, the Martyrs day of Bir Tikendrajit every year. On this day, the college flag is hoisted by the Principal who delivers the speech befitting the occasion followed by cultural programmes.

The college celebrates 15th August every year. On this day national flag hoisting ceremony is organized followed by the recitation of the national anthem. The importance of freedom and glory of Indian freedom struggles is highlighted through speeches. Different cultural programmes and events are performed which aim at highlighting the constitutional spirit of liberty, equity, justice and fraternity.

Every year on 26th January, our college celebrates Republic Day with great gratification to mark the occasion. This day highlights the importance and significance of preserving constitutional rights and values.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized C. Any 2 of the above

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	[View File](#)
Any other relevant information	[View File](#)

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

Our college organizes various programmes from time to time for the promotion of constitutional values rights, duties and responsibilities of citizens. The college designs various activities to create awareness about the national identity and symbols. Our college celebrates 13th August, the Martyrs day of Bir Tikendrajit every year. On this day our college flag is hoisting by our Principal and delivered the speech relating the occasion and followed by celebrating cultural programmes.

The college celebrates 15th August every year. On this day national flag hoisting ceremony is organize followed by recitation of the national anthem. The principal of our college delivered a speech on importance of freedom and glory of Indian freedom struggles. Different cultural programmes and events are performed which aimed at highlighting the constitutional spirit of liberty, equity, justice and fraternity.

Every year on 26th January, our college celebrates Republic Day with great gratification to honor the day. This day highlights the importance and significance of preserving constitutional rights and values.

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	View File

7.2 - Best Practices

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

Clean and Green Campus Initiative

1. **Objectives of the Practice:**

The following are the objectives of the practices:

1. **To create awareness and encourage among the students to keep environment of the college clean and green.**
2. **To make students aware of the importance of environment and its problem area.**
3. **To educate and create a sense of responsibilities among the students.**

3. The Context

To fulfill our objectives, we should motivate staff and students of our college to take clean and green initiative like cleaning the campus, minimum use of plastics, planting saplings in garden areas.

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.

Clean practices in the campus.

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

7.3 - Institutional Distinctiveness

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

The institution could not do anything in this field during this academic year due to Covid restrictions.

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

The college follows the syllabus of Assam University (the affiliating University) for T.D.C. (BA. & B.Com.) programmes. To ensure effective delivery of prescribed curriculum, all HODs of the college distribute their concerned curriculum between/ among the faculties of the department and prepares individual lesson plan based on the given curriculum. Classes are taken systematically as per the class routine prepared for each programme at the beginning of every academic session. Teachers also use TLM (both manual and electronic) to facilitate effective classroom communication and lesson delivery. Besides, all teachers maintain Teachers' Diary to document their daily academic activities in and outside the classroom. At the onset, our college conducts meetings with the HODs before commencement of classes and internal assessments as well as Internal Quality Assurance Committee (IQAC) to discuss and develop plan of action for effective enactment of the curriculum. IQAC monitors the academic activities on regular basis to ensure the execution of time table and also monitors implementation of academic calendar and teaching-learning process.

But this year, due to covid-19 pandemic, the traditional process could not be followed because Government guidelines and SOPs were maintained strictly.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.lrcollege.org/gallery/teachers%20diary,%202020-21.pdf

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

Before the commencement of each semester, Assam University, Silchar (the affiliating University) notifies the holiday's list and institution prepares an academic calendar for all the

programmes, which contains the date of commencement, last working day of the semester, internal assessment schedule and dates for semester end examinations. Our college follows the calendar strictly and plans all its activities including the conduct of internal evaluation. College calendar of events includes details like the total of working days and holidays. Departmental Heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by the faculty members. Internal assessment test is a part of the Continuous Internal Evaluation (CIE) of students. The internal assessment test timetable is prepared by the Examination Committee and is published to stakeholders and conducted as per the schedule.

The Principal, through the academic committee meetings, frequently review the semester programmes and provides suitable suggestions. In case of revision of academic calendar by the University, institute incorporates the necessary changes accordingly. But for the session 2020-21, due to Covid-19 pandemic all the Government guidelines are followed including Government SOPs.

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	C. Any 2 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

2

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
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)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

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

0

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

0

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

1.3 - Curriculum Enrichment

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

Our college celebrates days of National and International importance as Republic Day, Womens' Day, No Tobacco Day, Teachers' Day, Anti Terrorism Day, International Yoga Day, etc. These celebrations nurture the moral, ethical and social values in the students. The college has Women Cell & Grievance Redressal Cell to provide counseling to the students, promote gender equity among students and also deal with related issues of safety and security. The college campus is under CCTV surveillance. There are separate Girls' and Boys' Common room (in-campus) for providing recreation facilities to all students. The college offers Environmental Studies (EVS) course for both Arts and Commerce programme under Assam /university syllabus to insert values and awareness among students about the importance of environment and ecosystem. Besides, the college has a water body inside its campus for rain water harvesting which is used for gardening, toilet & cleaning purposes. The college has a tradition of plantation of saplings in all occasions comprising the Earth Day, World Environment Day, NSS Day and so on. Keeping in view the environmental aspect, the college has its Eco-Club and Campus Beautification & Aforestation Cell, IQAC.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year

0

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**No File Uploaded**

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	**E. None 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)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**E. Feedback not collected**

File Description	Documents
Upload any additional information	**No File Uploaded**
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

400

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

173

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

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

The various departments of the college assess the learning levels of the students and organize special programmes for advanced learners and slow learners. Advanced learners and slow learners are identified on as per their responses in the class room as well as their performance in the internal examinations. Advanced learners are encouraged to ask their concern freely and frequently with the teachers. They are encouraged to study recommended advanced textbooks for their advanced studies. Online resources are made available to them in order to strengthen their subject based knowledge. They are motivated to participate in seminars, workshops and group discussions to enhance their knowledge and build confidence in them.

The departments use monitoring and mentoring to keep track of slow learners' progress. Along with teachers some advanced learners are encouraged to mentor weak students and help them with explanation and notes. The department organizes remedial classes for slow learners, where in they are encouraged to identify and overcome their shortcomings. Revision classes and counseling sessions are held and additional teaching is taken up by the faculty members if required. The department provides atmosphere for conductive learning to both slow and advanced learners.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
756	27

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

Students are encouraged to participate in field visits and surveys to supplement the teaching process and provide experiential learning. . The various departments of the college plan and organise educational tours and field visits for students to enable them to view the world from a different and new perspective outside the scope of a monotonous curriculum.

In participative learning, teachers make classes as interactive as possible. Group discussions under the guidance of teachers are conducted; where in the ideas and views of each student is explored. Every department's teacher facilitates learning by allowing each individual student to comprehend at their personal level by ensuring their involvement in class activities so that they can absorb and grasp information at their own pace. The students are encouraged to participate in activities and camps of NSS in order to inculcate in them a sense of social obligation and responsibility for social and community welfare.

Internal assessments in the form of assignments are so planned so as encourage students to work independently by researching on the given topic and thus enhancing writing skills and inculcating interest in research activities. Further, the assignments are presented by the students in front of the entire class.

File Description	Documents
Upload any additional information	**No File Uploaded**
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 college is well equipped with some basic digital infrastructural devices such as computers, digital smart

boards, zerox machines, printers, etc.

During the period of pandemic the institution switched to some digital initiatives in teaching learning and evaluation. All the departments adopted the best ways to set up a virtual classroom for the students to facilitate maximum syllabus coverage and keep the students engage with the system. Some of the popular ICT tools, which have been used by the various departments to make the teaching learning experience more interesting, are WhatsApp messenger, Google Meet, Zoom, Gmail, etc. WhatsApp messenger has been mostly used to offer the handwritten notes whereas Google meet and Zoom have been used to deliver lectures and have an interactive session with the students in virtual platform. Besides this, Gmail has been used as a medium to collect online assignments from the students as and when required. Online quizzes and unit tests have also been organized frequently for students using Google Forms.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.lrcollege.org/gallery/ict%20tools.pdf

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

22

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

2.4 - Teacher Profile and Quality

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

23

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

17

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

30

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

In order to ensure transparency, the entire evaluation procedure of internal assessment including rules and regulations of the affiliating university are well communicated to the students. A detailed academic calendar, prepared by the institution, is followed which is made available in the notice board of the college as well as in the college website.

Evaluation method is designed in such a way that the periodic performance of the student can be checked and reported. Model questions and marking scheme is explained by considering the previous years' Final Examination question papers.

Internal assessment comprises of two periodical tests and student attendance for all the departments of the college and assignments for practical papers in case of commerce department only. Proper routine is prepared for the unit tests and the tests are conducted under the supervision of invigilators. After evaluation, marks and assessment copies are shown to the students with prior suggestions and also to bring out discrepancies if any. All the records and data bank of attendance in internal examinations, question papers, answer sheets/copies, summary of marks sheets, are properly maintained by the teachers for academic monitoring/academic audit.

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 well organised mechanism for redressal of internal examination related grievances i.e. a transparent, time-bound and efficient method is being followed in dealing with internal examination related grievances. The teacher concerned evaluates the papers within a week of conduction of test. The evaluated answers sheets are then shown by the teacher to students in class and individual grievances are undertaken as well as the mistakes are pointed out that contributed to the obtaining of below expectations if any. This provides a transparent way for students to reflect on their strengths and areas of improvements. This further enhances the

transparency and rapport between faculty members and students. Marks of both the unit-tests is calculated and displayed in the notice board at the end of the 2nd Unit Test and if any discrepancies are reported by the students related to the marks of Unit Test-1 that displayed earlier or any other, then it is resolved by the concerned subject teacher immediately. If the case happens to be a matter which cannot be resolved at departmental level then the concerned student can approach the Grievance Redressal Cell, IQAC and get the matter redressed as per requirement.

File Description	Documents
Any additional information	No File Uploaded
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.

In the very beginning of the academic session, a Teachers' Council meeting is held, wherein the program outcomes, program specific outcomes and course outcomes in general are discussed. In this very meeting, a resolution for departmental meeting is passed and accordingly all the concerned departments of the college held their departmental meetings before the commencement of classes and have an in-depth discussion on their concerned programme and course outcomes. The departments also plan out the mechanism for communicating the same to the students.

As per the proceedings of the departmental meetings held during this academic session 2020-21, the teachers came up with the following mechanisms for communicating programme and course outcomes to the students : classroom discussions, parent -teachers meeting, etc. Besides, outcomes are also displayed in the classrooms for the convenience of the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	View File

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

The assessment methods for measuring the level of attainment of POs , PSOs and Cos include direct methods like class tests, interactive sessions, group discussions, internal assessment, assignments, classroom seminars, quizzes and semester end examinations. The overall attainment is measured on the basis of their performance and participation in the above mentioned assessment methods.

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

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

49

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://www.lrcollege.org/gallery/survey%20report.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)	**No File Uploaded**

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)	**No File Uploaded**
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

0

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

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

3

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

9

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

NIL

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)	**No File Uploaded**
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

7

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

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

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

451

File Description	Documents
Report of the event	View File
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

2

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	**No File Uploaded**

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

With the introduction of CBCS by the Assam University, Silchar from the Academic year 2018, the college felt the infrastructural facilities inadequate as the college has only 15 numbers of classrooms available where in the classes for Higher Secondary are also to be adjusted. The total of the college covers 22015 square fit. Spread in two sides of PWD Road and there is adequate space available for construction of additional classrooms.

Classroom: The college requires more classrooms to accommodate the increasing number of students but as there are only 15 numbers of classrooms; the college has to adjust the increasing number of students within these classrooms. The college provides the requirements of classrooms e.g.: desks, bench, chairs, blackboards, chalk, etc.

Laboratory: There is a Computer Laboratory in the college. In the laboratory there are 14 numbers of Computers in working position at present. Students go in regular basis to practice the computers in Computer Laboratory. The students of commerce stream are generally using the computers.

Computing Equipment: The college has installed the computer in the office in 2005/2006. At present all the official activities are including Admission, Examination, Preparations of Acutance etc. are being done through computers.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.lrcollege.org/gallery/4.1.1%202020-21.pdf

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

The college has Cultural Committee, which organises various cultural programmes are in the well-furnished Auditorium Hall which is situated in the south block of the college.

The college has open fields in both the blocks of the college for conducting sports activities. There is a Basket Ball Play Ground, which is under construction.

Outdoor Games: Cricket, Volleyball, Badminton, Athletics of both girls and the college has permitted the District Sports Authority to use the college field to practice Hockey for girls where in the students of the college also participate in large numbers. Till date as per the data provided by the D S A Hailakandi, a total of 33 girls of the locality have been recruited in Assam Police Department.

The college has its own well equiped gymnasium. Many students of our college exercise for healthy and physical fitness and also give the messages to our environment a peaceful healthy life in future.

The college observes the International Yoga Day. The students as well teachers practices Yoga on International Yoga Day, 21st June.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.lrcollege.org/gallery/4.1.2%202020-21.pdf

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.lrcollege.org/gallery/4.1.3.pdf
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)

9.82590

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	**No File Uploaded**
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 yet to be automaated. As there is no parmanent post of Librarian, the Library of the college is being maintained by the non-sanctioned staff.

File Description	Documents
Upload any additional information	**No File Uploaded**
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	**E. None 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)	**No File Uploaded**

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)

0.8

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	**No File Uploaded**
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

80

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

The college has a dedicated Wi-Fi facility. The college has started online admission from 2018, maintenance of Accounts, Preparation of Acutance, Examination Works are also made thoroughly by using software which is outsourced from a third party who provides the said services and its maintenance. The college regularly maintains and updates the IT facilities, which includes, Power supply, Fire Extinguisher, Earthquake safeguard. Air conditioning facility is available in Principal room of the college. In both campuses CCTV cameras are installed.

The Administration building .Common Room areas and Class Rooms in the campus are now Wi-Fi enabled. There are 14 numbers of Computers and 1(one) Laptop in Office with latest configuration. A total 03 (Three) numbers of Computers and 1 (One) Laptop are in the IQAC, and in Library of the college, there are 2 (Two) Computers. Besides in the department, the college has provided 12 number of Laptop to the faculty members. All together there are 34 numbers of computers and 14 numbers of Laptops in the college.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.lrcollege.org/gallery/4.3.1.pdf

4.3.2 - Number of Computers

14

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

4.3.3 - Bandwidth of internet connection in the Institution | **B. 30 – 50MBPS**

File Description	Documents
Upload any additional Information	View File
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)

9.82590

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	**No File Uploaded**
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.

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.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.lrcollege.org/gallery/4.4.2.pdf

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

751

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
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

0

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

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	**C. 2 of the above**

File Description	Documents
Link to institutional website	https://www.lrcollege.org/gallery/ict.pdf
Any additional information	**No File Uploaded**
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

0

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

0

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

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	**B. Any 3 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

12

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

7

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	No File Uploaded
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.

0

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

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)

Lala Rural College inspires and facilitates students' representation in various administrative, co-curricular and extra-curricular activities. Students are represented in various committees and get actively involved in supporting and organizing different programmes and college related activities. As the students are the next generation, so learning process of social duties and responsibilities is started from the student life. National Service Scheme (NSS) is such an organ which provides ample opportunities for the students to take active part in the process of social change. The student volunteers of NSS, Lala Rural College unit enthusiastically get involved in different programmes and activities like NSS Day (NSS Foundation Day, old cloth distribution programme (in collaboration with Womens' Cell, Lala Rural College), Anti-Terrorism Day, World Anti-Tobacco Day, National Voters' Day, 32nd Road Safety Month Programme and national Youth Day.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/5.3.2%20extension%20participations.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

2

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

5.4 - Alumni Engagement

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

The College, at present, has a Alumni Association (not registered) which has been contributing significantly towards the development of the college since last two decades. No financial contribution received from the association during this academic year

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Our Vision

Our vision is to create knowledge based human resource equipped with a scientific temper and team spirit and making them competent and ethically strong future citizens who can successfully face challenges in life and effectively contributes to the society.

Our Mission

Our mission is to provide quality education to students including economically weaker students in particular, irrespective of the cast, creed or any other consideration and in this process of learning system to ensure their full dedication and commitment in all spears of life.

Objectives

The objectives of the New Education Policy 2020 is clearly reflected in the mission and vision of the college for providing education to all by ensuring the quality of being fair and impartial and increasing access to education. It is a motto of the college to inculcate value system by ensuring that academic excellence leads to character development.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/lala%20rural%20college%20prospectus%20-%202021-22.pdf
Upload any additional information	**No File Uploaded**

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

The Governing body, which is the highest body of the college management, is highly responsive and 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. 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 plans.

The college maintains an excellent interpersonal relationship with the management with teachers, office staffs and 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.

To address transparency in operation, the fees to be charged from the students is clearly mentioned in the prospectus. The scheme of evaluation and the grievance redressal cell details are also clearly explained in the prospectus.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/6.1.2.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College since its inception in 1964 has always had a strategic plan to achieve its vision and mission and guide it in the path of growth and development. Despite its rural location the college successfully imparted education to economically weaker section of the society and first learners of this part of the state.

In 1990s the college tremendously improved in all the areas and in 2004 the college has accredited by NAAC with C++.

According to the recommendation of the NAAC Peer team, the college focused on improving quality education thereby encouraged the faculty to undertake research activities and today the college has nearly 70% of faculty members and the college aims it to increase to more than 90% in the next 5 years.

To impart quality education as per the academic calendar issued by the University, suggestions are sought from the faculty members. They are finalized by the HoDs of all the concerned departments in consultation with the faculty members. Thereafter it is discussed in the HoDs meeting with the principal.

Moreover, the college singed MoUs with S.K Roy College, Katlicherra and S.S College, Hailakandi for faculty exchange which will eventually benefit all these three institutions.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://www.lrcollege.org/gallery/nep2020.pdf
Upload any additional information	No File Uploaded

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

The organogram is an administrative diagram of a college which describes the decentralized structure of administration. The college administration is a co-operative effort of Principal, teaching staff, non-teaching staffs and students with the co-operation and support of all stake holders in pursuit of the common objective. The highest management body of the college is called the Governing Body under the Presidency of an eminent educationist, who is appointed by the Director of Higher Education, Govt. of Assam. The Principal is the member secretary of the governing body. The governing body is represented by two members from the teaching staffs as teachers representatives, one non-teaching staff representing the non-teaching staff, two university nominees and three guardian members.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	https://www.lrcollege.org/gallery/organogram%20lrc%20copy-ts1661505176.jpg
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	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

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

Teaching

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.

Non-Teaching Staff

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.

Students

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.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/6.3.1.pdf
Upload any additional information	No File Uploaded

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)	No File Uploaded

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

0

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	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

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

11

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

Performance appraisal policy is the way to ensure the performance oriented work environment in the organization. Lala Rural College makes efforts to improve the academic training

and the research by encouraging the faculty members to participate in Orientation programmes for Refresher courses, Short term courses, Workshops on ICT and many other such activities organized by different universities and colleges.

Teaching staffs:

Ø Promotions are based on the PBAS Performa for UGC CAS that is based on the API score.

Ø The institution undertakes a wide range of activities besides academics through various cells and committees and accords appropriate weightage for these activities in their overall assessment.

Ø The PBAS Performa filled by the faculty members is checked and verified by the heads of the departments followed by the Coordinator IQAC and the Principal.

Ø Promotions of faculty members are based on their API score and are required to appear before the DPC formed by the affiliating university through the Director CDC.

Non-teaching staffs

All non-teaching Staffs are also assessed through annual confidential reports and annual performance appraisal. These systems help in the evaluation of performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performances.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/6.3.5%20%202020-21.pdf
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 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.

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

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)	No File Uploaded

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

The institution has a transparent financial management system in which the government funds and UGC funds are main sources of funds. The governing body co-ordinates and monitor the optimal utilization of funds for the promotion of learners centric eco-system. Funds are basically provided to meet the infrastructural requirement of the institute. Apart from the funds received from Government and the UGC, admission fee is collected from students. Out of the admission fee collected, the government collects the tuition fee from the college.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/6.4.3%202020-21.pdf
Upload any additional information	**No File Uploaded**

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

1. The college encourage 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. The college has a dedicated internet facility in the campus with Wi-Fi facility.

3. The college concluded Memorandum of Understanding with S.K Roy College, Katlicherra and S.S College Hailakandi to felicitate faculty exchange programme which will eventually benefit the institutions.

4. The college has three numbers of ICT functional classrooms.

5. The college has a dedicated Computer lab with ICT facility.

File Description	Documents
Paste link for additional information	https://www.lrcollege.org/gallery/6.5.1%20%202020-21.pdf
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

To enhance the effectiveness of teaching and learning and to produce skill based graduates, departments like Commerce and

Economics undertake local tea industry visit and field visits and accordingly students submit project reports. Departments like History, Bengali also organize departmental tours in various historical Sites and Cultural Sites.

Faculties are encouraged to participate in national and international seminars and workshops and to publish articles and chapters in the UGC care listed journals and magazines.

Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 200 words each

1. The college facilitates the faculty to attend Faculty Development Programmes such as Orientation course, Refresher course, short-term courses, participation and presentation in seminars, conferences and workshops. The college has four classrooms with penaboards and a computer lab for an effective teaching-learning reform. Many teachers have published research papers in national and international journals. Teachers have also presented papers in different seminars.
2. The college in 2021, have signed MoUs with S.K Roy college, Katlicherra and S.S College, Hailakandi for exchange of faculties for a better teaching-learning reform.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification,	C. Any 2 of the above

NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.lrcollege.org/gallery/6.5.3.pdf
Upload e-copies of the accreditations and certifications	View File
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

The college has been adhering to the idea of gender equality by giving equal consideration to the girl students honoring their identity and ethnicity irrespective of caste, religion and gender. Lala Rural College boasts of a women's cell that creates awareness among the students enlightening them about women empowerment. This cell notifies posters and other circulars of the government time to time informing about stringent measures against women harassment and ragging. The college authority including the Women's and Anti-ragging Cells even takes their parents into confidence while dealing any kinds of problems faced by the girls if necessary. In addition, N.S.S. unit of the college sensitizes them about how to cherish the values of equality, social justice and tolerance.

Moreover, the college has installed several CCTV cameras inside the campus and computer monitor is kept in principal and IQAC coordinators room. The student counseling center counsels students to keep them psychologically strong and confident enough to overcome any types of depression they face in life. The college has provided separate common room for girl students which are equipped with items like carom, badminton, chess, table chair, mirror etc. The college has provided toilet and washroom separately for girl students.

File Description	Documents
Annual gender sensitization action plan	**Nil**
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://www.lrcollege.org/gallery/7.1.1%20(2020-21).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	**D. Any 1 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 facilitates several measures for the management of degradable and non-degradable wastes. The primary focus is to reduce and recycle the wastes. The college is committed to protecting environment, health and wealth-being through implementation of effective waste management. The college conducts Swachha Abhiyan and other allied programs through the NSS unit to engineer the required management of degradable wastes. There are different dustbins placed in the various parts of the college campus for collection of solid waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	https://www.lrcollege.org/gallery/7.1.3%20(2020-21)%20pdf.pdf
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	**B. Any 3 of the above**

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

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**	

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
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

`E. None of the above`

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

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).

The college through different cells conducts programs that tend to create an inclusive environment in the campus. For example, Fresher's Social and Annual Social Meet are annually held where different cultural and sports events are held with students being educated about how to inculcate cultural values. Besides, to mark occasions like Independence Day and Republic Day, quizzes, speeches etc. are organized to highlight a sense of belonging and love for country amongst students. National Voters' Day is celebrated to make aware students of the importance of casting vote or enrolment in electoral roll. Anti-Terrorism Day and World No Tobacco Day are conducted where students are sensitized to the banal effects of tobacco consuming and terrorism. World Environment Day and International Yoga Day are celebrated that offers the importance of keeping environment pollution free and keeping health in good stead. Besides, Milad e Mehfil, Saraswati Puja etc. are annually held where students participate with great enthusiasm. Furthermore, through Blood donation camp and Special camps students are given first-hand knowledge of work and assistance attributed to the welfare and well-being of communities.

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

The college organizes various programs from time to time for the promotion of constitutional values, rights, duties and responsibilities of citizens. The college designs various activities to create awareness about the national identity and symbols. Our college celebrates 13th August, the Martyrs day of Bir Tikendrajit every year. On this day, the college flag is hoisted by the Principal who delivers the speech befitting the occasion followed by cultural programmes.

The college celebrates 15th August every year. On this day national flag hoisting ceremony is organized followed by the recitation of the national anthem. The importance of freedom and glory of Indian freedom struggles is highlighted through speeches. Different cultural programmes and events are performed which aim at highlighting the constitutional spirit of liberty, equity, justice and fraternity.

Every year on 26th January, our college celebrates Republic Day with great gratification to mark the occasion. This day highlights the importance and significance of preserving constitutional rights and values.

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

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

C. Any 2 of the above

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

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

Our college organizes various programmes from time to time for the promotion of constitutional values rights, duties and responsibilities of citizens. The college designs various activities to create awareness about the national identity and symbols. Our college celebrates 13th August, the Martyrs day of Bir Tikendrajit every year. On this day our college flag is hoisting by our Principal and delivered the speech relating the occasion and followed by celebrating cultural programmes.

The college celebrates 15th August every year. On this day national flag hoisting ceremony is organize followed by recitation of the national anthem. The principal of our college delivered a speech on importance of freedom and glory of Indian freedom struggles. Different cultural programmes and events are performed which aimed at highlighting the constitutional spirit of liberty, equity, justice and fraternity.

Every year on 26th January, our college celebrates Republic Day with great gratification to honor the day. This day highlights the importance and significance of preserving constitutional rights and values.

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	View File

7.2 - Best Practices

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

Clean and Green Campus Initiative

   1. Objectives of the Practice:

The following are the objectives of the practices:

1. To create awareness and encourage among the students to keep environment of the college clean and green.
2. To make students aware of the importance of environment and its problem area.
3. To educate and create a sense of responsibilities among the students.

3. The Context

To fulfill our objectives, we should motivate staff and students of our college to take clean and green initiative like cleaning the campus, minimum use of plastics, planting saplings in garden areas.

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.

Clean practices in the campus.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

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

The institution could not do anything in this field during this academic year due to Covid restrictions.

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

The college IQAC has identified the broad objectives which the college would strive to achieve during the next academic year:

1. To create an environment for holistic development of students, faculty and support staff.

2. To facilitate continuous up-gradation and updating of knowledge and use of technology in respect of both teachers and students.

3. To fulfill social obligations organizing programs and activities for the benefit of the community

4. To create awareness and initiate measures for protecting and promoting environment

5. To encourage and facilitate research culture, to promote research activities in the college.

6. To provide resources required for use of technology to provide online course contents, video lectures, etc., to overcome constraints.

7. Tocondct Students Satisfaction Survey for the academic year 2021-2022.

8. To get the financial audit of all departments dealing with finance done by 2022.