YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution   LANKA MAHAVIDYALAYA

- Name of the Head of the institution   DR. PHATIK TAMULI

- Designation   PRINCIPAL

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   03674255473

- Mobile No: 9435369038

- Registered e-mail   principal.lm@gmail.com

- Alternate e-mail   tamuliphatik@gmail.com

- Address   LANKA, DIST-HOJAI, ASSAM

- City/Town   LANKA

- State/UT   ASSAM

- Pin Code   782446

2.Institutional status

- Type of Institution   Co-education

- Location   Rural

- Financial Status   UGC 2f and 12(B)

- Name of the Affiliating University **GAUHATI UNIVERSITY**

- Name of the IQAC Coordinator **DR. LUKENDRA KAKATI**

- Phone No. **03674255473**

- Alternate phone No.

- Mobile **8638280155**

- IQAC e-mail address **lm.iqac007@gmail.com**

- Alternate e-mail address **lukendrakakati23@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) https://lankamahavidyalaya.in/aqar.php

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.lankamahavidyalaya.in/upload/acalendar/Academic%20Calendar%20of%20the%20Session%202020-2021.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**71.00**	**2005**	**27/02/2005**	**27/02/2010**
Cycle 1	**B**	**2.62**	**2015**	**15/11/2015**	**14/11/2020**

6.Date of Establishment of IQAC **07/03/2007**

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
Faculty	**Reimbursement Travel Grant**	**UGC**	**2021 [F.No. 6-180/2019(TG) , dated 10-12-2021]**	**1,47,055.00**

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of View File

IQAC

9.No. of IQAC meetings held during the year   **5**

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

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

Organized National Webinar on New Education Policy & Covid Epoch Education System : Problem, Solution and Role of Teacher on 11-05-2021. Further Two MOU were signed during the year 2021 with Hazi Anfor Ali College, Dabaka, Assam and ASBC College , Udali, Lanka, Assam for Academic co-operation.

Organized Student oriented Workshop on , " Career Opportunities after Graduation " on 27/02/2021.

Necessary measures were taken to prepare the Academic Schedule for Online Classes in consultation with Academic Council , so that the Academic process of the Institution may not be hampered due to Covid-19 Pandemic and Lockdown situation.

Necessary measures were taken to train the Students to make them oriented about the online examination Examination System according to SOP of Guwahati University to meet the Crises of Covid-19 pandemic situation.

All total Eight Workshops/ Webinars organized including Two other National webinars in association with Department of Bengali and Department of Assamese on 01/10/2021 and 11/05/2021.

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
Necessary Steps were taken for 3rd Cycle of NAAC Accreditation	AQAR for the year 2019-2020 and 2020-2021 are prepared and process of IIQA and SSR is in progress
Necessary initiatives were taken for prompt sanction of RUSA [II] Institutional Development Project	Working plan for RUSA [II] project is prepared to start the work immediately after getting fund from RUSA
Initiatives were taken to open PG Courses in Economics, Assamese, Commerce and UG course in Home Science.	Necessary Building and Laboratory is in progress for UG course in Home Science
Steps were taken to open an Archaeological Archives Cell to explore historical significance of Hojai District of Assam	Archaeological Archives Cell is constituted under the supervision of department of of History, Lanka Mahavidyalaya
Necessary steps were taken to organize workshop to promote Research and Academic Activity.	Eight Academic cum Research Oriented and Community Development Webinars / Workshop were organized. for Teachers and Students
Necessary Steps were taken to sign few MOU with other Institutes for academic Co-operation and Collaboration.	Two MOU were signed during the year 2021 with Hazi Anfor Ali College, Dabaka, Assam & ASBC College , Udali, Lanka, Assam for Academic co-operation and faculty exchange programs were initiated.
Necessary steps were taken to organize workshop on Gender Sensitization, Intellectual Property Right , Women Health & Hygiene and Students' Career Oriented Program.	One webinar on Intellectual property Right and Three workshop on Gender Equality , Women Health & Hygiene and Students Career Counselling program were conducted. were organized
Necessary steps were taken to enhanced the computer skills of the students	Many Departments, viz. Department of Assamese, Commerce etc. offered computer oriented courses in their curriculum and

29-09-2022 01:14:49

	trained the students accordingly
Necessary measures were taken to prepare the Academic Schedule for Online Classes in consultation with Academic Council , so that the Academic process of the Institution may not be hampered due to Covid-19 Pandemic and Lockdown situation.	The Academic curriculum continued in the Institution during Covid-19 Lockdown period including training of Students for Online Examination of Semester Examinations.
Necessary planning were made to get compulsory Feedbacks from all students	Necessary measures are adopted so that the Institution may got feedback from students before submission of Examination Form of Semester Examination.

13.Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	09/02/2022

14.Whether institutional data submitted to AISHE

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Name	Date of meeting(s)
Governing Body	09/02/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	28/01/2022

15.Multidisciplinary / interdisciplinary

The Institution has a good orientation among all departments both Arts and Commerce Faculty\ies regarding Seminars and Workshops.

Both the Teachers and Students participated in Talks, Workshops and Seminar / Webinars organised by various departments and IQAC.

Further, many Teachers carried their PhD in interdisciplinary & Multidisciplinary topics.

Also, many faculty members had done interdisciplinary and

multidisciplinary joint publications in research.

The Department of Assameses and Commerec offered Multidisciplinary course curriculum with joint effoert of IT Department.

The Department of commerec course curriculum is enriched with Mathematics and Statistics.

16.Academic bank of credits (ABC):

N/A

17.Skill development:

The Institution arranged job oriented Skill Developent Training programs to the Students by means of MOU with Assam Skill Developement Mission partner training Institutes, which further lead to placement in corporate sectors.

The institute has MoU with Assam Skill Developnt Mission recognised partner training institues ,

viz. i. With Rout to Success (MS-7) and (ii) With Assam Skill Developement Mission in 2018

iii. Indian Skills Academy in Association with JOBHUT in 2022 .

Under the provisions of Assam Skill Developement Mission's provisions, from 2018, every year, the final year students of Lanka Mahavidyalaya , Lanka, Hojai, Assam got placement opportunities continously.

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

The Insitute has Six Communicative Languages, viz. English, Assamese, Hindi, Bengali, Manipuri and Nepali.

All the departments arranges Lectures, Talks and workshops on various occassions from time to time and every department offer their cooperation on others' departmental activity. Hence, a good relation and integration has been developed among all the communities irrespective of their mother tonge within the institution , which has a good effect on the entire locality.

Further, there is a language society for orientation among all the above six Languages, and the authority has entrusted   a

responsibility to the society to enhance the communicative skills among all other language speaking people.

Further, the webinars on Language , Literature and Culture , arranged by various language Departments of College , attended by various community people all over india, which contributes to some extent in Nation Nation building.

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

N/A

20.Distance education/online education:

The Institute has a Study Centre of Krishna Kanta Handiqui Sate Open University (KKHSOU), which provides ubdergraduate programes BA (Honours) and BA (Regular), B.Com (Honours) and B.Com (Regular) and MA in Assamese, English and Political Science, through Distance Education.

The Institution provies complete online classes during Covid-19 Pandemic period and arranged online Seminars / Webinars for both Teachers and Students.

The institute prepared Online Academic calender specially to overcome covid-19 pandemic crisis.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	465

File Description	Documents
Data Template	[View File]

2.Student

2.1 Number of students during the year	1832

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	**373**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**400**

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1 Number of full time teachers during the year	**35**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**35**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**44**

4.2 Total expenditure excluding salary during the year (INR in lakhs)	**5930400**

4.3 Total number of computers on campus for academic purposes	**95**

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 Institution has an academic council which formulates and ensures curriculum planning in association with Management and IQAC as follows. 1.Prepare the prospectus for Admission for various courses as per affiliating University and college Management rule.

2.Prepare the class routine so as to cover all the courses as per Affiliating University/Board rule.

3.Each department prepares and maintains Lesson Plan for timely completion of the courses.

4 Each department holding their timely departmental meeting for rectification of their curriculum planning.

5.Departmental/IQAC planned for departmental /institutional seminar, talk and workshop on special topics for students and Teachers.

6. Notification regarding sessional and Internal Examinations are made as per Affiliating University Academic calendar.

7.Conduct various semester examination as per Academic calendar of Affiliating University/Board.

8. Necessary analysis on feedback form final year students are made for upliftment of academic activities.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	**Nil**

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for semester-end examinations.Our collegefollows the academc calendar issued by the Gauhati University strictly and plans all its activities including the conduct of final semester examination, internal assesment examination, field study/project work etc.The academic calendar issued by the universityhelps the teachersto plan their classes,academic activities,co-curricular activities etc.Department heads closely supervise and monitor the completion of the syllabus of each semesteras per the syllabus prepared by the university.

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

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

17

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

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

The Curriculumframed by the Gauhati University integrates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students. Various activities are organized throughout the year as part of the curriculum that help in this endeavor.

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

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

02

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

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

72

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

1.4 - Feedback System

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

D. Any 1 of the above

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

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://lankamahavidyalaya.in/upload/bestpractices/1647947016.pdf

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

750

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

229

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 departments use monitoring and mentoring to keep track of slow learners' progress by dividing the students into groups.One teacher is assigned to each groupto mentor the slow learners.The mentor tries his/her level best to encourage the weak students/learners by delivering motivational speech,by taking extra classes, by providing some notes if necessary.

Tutoring by peers, senior students, and mentors is offered by our college. Corrected assignments and answer scripts are shared with each student and discussed to enable students recognize their problematic areas and improve. Faculty makes it a point to be patient and accessible to students personally, over phone, mail, and social apps.In our institution advanced learners are encouraged to study Recommended Readings listed in each syllabus.Online resources are made available to strengthen the knowledge-base. To gain experience and knowledgee, our students areenocuraged to take part in seminars,conferences and workshops.

Our collection of books in the library is noticeable.Library of our college caters to the needs of both the slow and advanced

learners. They can easily access to online materials as our library offers computer facility.

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
1832	51

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

Student centric methods are

Project methods: The project work stimulate student's interest on the subject and provide student an opportunities of freedom of thoughts and free exchange of different views. As per the requirement of syllabi, the project work is done.

Interactive methods: The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, Departmental Quiz, Educational Games, Discussion oncurrent affairs, etc.

ICT Enabled Teaching: ICT enabled teaching includes Wi-Fi enabled class rooms with LCD, Language Lab, Smart Class rooms, etc. To enhance the teaching-learning process the institution adopts modern pedagogy. The institution has the essential equipments to support the faculty members and students.

Student Seminars: The Student seminars are organized where in the papers are presented by students on contemporary topics to enrich

their learning experience.

Internship Program: The NSS Unit of the College organizes various Internship Programs, especially the Swachh Bharat Abhiyan.The College has also organized one Job Oriented Internship in collaboration with Job Hut, under Indian Skill Development Program.

Group Learning Method: Group Learning method is now being adopted through whatsapp group. The Departments of the college organizes Group Discussion among the students for the better understanding of the subject or Topic.

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

These days, it is essential for the students to learn and gather the knowlledges on the latest technologies in order to be competent with contemporary situation. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute

1. Projectors- 4 projectors are available in different classrooms/labs

2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.

3. Seminar Rooms- One seminar hallequipped with all digital facilities.

7. Smart Board- Two smart boards areinstalled in the campus.

8. Online Classes through Zoom, Google Meet, Google Classroom.

Faculty uses ICT

A. Power Point presentations- Faculties are encouraged to use

power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

B. Online quiz- Faculties prepare online quizes for the students after the completion of each unit with the help of GOOGLE FORMS .

C. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications.

E. E-Resorces, Class Notes are provided through the College website as well as through the Departmental WhatsApp groups.

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.lankamahavidyalaya.in/upload/facilities/ICT%20Faci.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

32

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

36

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

10

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

615

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.

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college.Continuous evaluation is made through Group Discussion, Sessional Examinations, Assignments Submission, Field Visit / Field Work and Seminars Presentation. Sessional Examinations are conducted regularly as per the schedule given in academic calendar of Gauhati University.The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing students after their assessment. For transparent and robust for internal assessment, the following mechanisms are conducted-

? Internal Examination Committee. ? Question Paper Setting. ? Conduct of Examination ? Result display ? Interaction with students regarding their internal assessement.

The method of internal assessment helps the teachers to evaluate the students more appropriately.

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 follows strictly the guidelines and rules issued by the affiliating university while conducting internal examinations.

At Institute level: At Institute level, an examination committee, comprising of a senior teacher as convener and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process. The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher. The internal marks are displayed on the notice board. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary

corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the HOD concerned.Students are counseled by the faculty mentor, and remedial classes are conducted for students who have failed in the examinations. Within a time bound the Internal Assessment marks are entered in the University web portal.

At University level: If students have grievances related to evaluation of university answer scripts it is intimated to the subject handling faculty and head of the department if necessary, for further action.

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.

The College has clearly stated learning outcomes of the Programs and Courses offering in the College and the following mechanism is followed to communicate the learning outcomes to the teachers and students.

? Hard Copy of syllabi and Learning Outcomes are available in the college/departments for ready reference to the teachers and students.

? Learning Outcomes of the Programs and Courses are highlighted and made aware to the students in the induction ceremony-cum-orientation programme at the beginning of the session.

? The importance of the learning outcomes has been discussed and communicated to the teachers in staff meeting and IQAC meeting.

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.

Our Institute is affiliated to Gauhati University, Assam, India.We offered Under Graduate courses under the Faculty of Arts and Commerce.For these programs and courses, the institute followed the curriculum designed by our affiliated university. The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom.We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we took feedback from all the stakeholders in this respect and try to take necessary steps accordingly.

? The institute followed the Academic Calendar of our affiliated university. ? All the subject teachers maintained Academic Diary in every academic year. ? All the subject teachers prepared Semester-Wise evaluation Reports. ? Internal examination committee analyzed evaluation reports of results.

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

338

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.lankamahavidyalaya.in/upload/bestpractices/1647947016.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)

1,47,055.00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

08

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)	[View File](#)

3.2 - Research Publications and Awards

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

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

2

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	**No File Uploaded**
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

Lanka Mahavidyalaya organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contribute to community and strengthen community participation.The NSS college units take part in various initiatives like organizing camps, Swachh Bharat initiatives, blood donation camps, awareness programmes on AIDS prevention, Suicides prevention etc. The College has organised International Yoga Day virtually due to Covid Pandemic;whereby, the students become global stakeholders in ensuring healthy body and mind.

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

2

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

40

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

3.4 - Collaboration

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

2

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

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has adequate physical and academic facilities. The college campus area is 17 acres, on which building construction is about 30 000 sq. fts. The various departments in Arts and Commercestreams are located in the separate blocks. The Classrooms, Laboratories and Seminar Halls are well equipped along with computing system and Internet facility. Besides the building, the college has spacious playground, Gymnasium Hall andone well

equipped indoor Stadium, Viz. Kanaklata Baruah Indoor Stadiumfor sports activities. The college has cultivated an atmosphere providing the importance to Extra Curricular and support services organized byNational Service Scheme . The College has maintaineda Pond for Fishiculture for additional resources.The college has witnessed a Neat and Clean atmosphere.The college is well-equipped with the physical and technology-enabled infrastructure that supports to run smoothly the existing academic programmes and administration.

1. Well-furnished 42 classrooms.
2. 02ICT enabled classrooms.
3. 03 ICT enabled laboratories.
4. Spacious seating arrangements with the qualitative furniture.
5. Cleanliness, light and ventilation facilities are maintained in the classroom and laboratories.
6. Black Boards, White Boards and Green Boards are available in the classrooms.
7. A well-furnished computerized administrative office along with ICT enable cabin of the Principal.
8. Well ventilated Seminar Hall with ICT facilities

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

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

The College has facilities for sports & games and cultural activities. Even though there is not a specific play ground for the College the students use a small patch of open space inside the campus for playing Khokho, Kabaddi, Cricket and Football. However, the College uses the playgrounds of the Lanka Municipality. There is a Indoor Stadium which enabled Badminton court, Table Tenis Board.The College has a well equipped gymnasium.The institution conducts various cultural activities like Dance, Song, One Act Play, Essay, Debate, Recitation, Quiz, Extempore, Creative Writing, Fine Arts, Alpana, Rangoli, Mehandi, Cooking and all such activities are conducted on the big and open stage inside the campus. There is enough scope for staging cultural activities in this College. Equipments and accessories

required for conducting all such activities like sound system with speakers and screens and costumes are available in the College.

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

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

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

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

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

28502808

File Description	Documents
Upload any additional information	**No File Uploaded**
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 College has a Central Library in an area of 210sq. m., with nearly 18000books, periodicals, references, national and international journals and CD-ROMs. In addition to this Each Department has been maintaining a departmentallibraryfor thebetter benefit of the students of Department concern.The central Libraryis automated using Integrated Library Management System (ILMS) computerized with SOUL 2.0.The Library building is centrally located and well laid out and maintains the right atmosphere for learning. Library buildings have provision for both individual and group studies. Adequate space is provided for browsing and relaxed reading.The library also houses rich reference Collection viz., Encyclopedia Britannica, Year Books, Atlases and other reference material.

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)

93597

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

800

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

4.3 - IT Infrastructure

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

There are different digital technological facilities available in the college. There are 01- smart classrooms, 02-smart lab and 01-digitally equipped conference hall and 02-digitally equipped laboratories available in the college. The up gradation work of One Computer Laboratory including Language laboratory (ENGLISH LANGUAGE LABORATORY) is also under process.A well equipped computer lab is also functioning in the college. The students of the college are access to the computer lab. There is open access of Wi-Fi connectivity to all student and the staff members of the college. All the departments of the college are provided with computer and other related accessories. All teaching staff member use the ICT in the classrooms and laboratories, whenever needed. The college regularly maintains the IT facilities. Following are some basic facilities for updating:

1. **Computer is formatted in regular basis.**
2. **College itself formats the computer without no fees and by the help of computer operator.**
3. **Anti-virus is regularly installed in computer. All computer has anti-virus**
4. **Wi-Fi connectivity is available in Principal chamber, Office-**

room, IQAC room, various departments includinglibrary and laboratories.
5. CCTV is installed in entrance gate, Office, corridors, library and in some classrooms.
6. Website is maintained by SS Technologies, Guwahati, Assam.

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

4.3.2 - Number of Computers

93

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	<u>View File</u>

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

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

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)

12745866

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

1.Lanka Mahavidyalaya has constructed an Indoor stadium and it has the facility to play sports like, Badminton, Table Tennis. Apart from this College has the facility of Gymnasium. one Playground for Outdoor Games. 2. Lanka Mahavidyalaya has a Central Library within the premises of the college and having 18436 books and large numbers of Journals as well as Newspapers (Regional and National) for the benefit of the college community. 3. Lanka Mahavidyalaya has a well equipped laboratory facility in the department of Education and two Language Lab with wifi connectivity. 4. Lanka Mahavidyalaya has a Central Computer Laboratory with internet facility to make the students computer literate. 5. College has 33 numbers of class rooms with two digital classrooms and one Seminar Hall with audio visual facility.. 6.The college has Career Counseling Cell, NSS, Games and Sports Cell, Cultural Development Cell and Incubation Centre under IQAC for the development of Career, physical and mental health. 7.The college has the provision for centrally purified drinking water facility and separate toilets for boys and girls. 8.The college has a study center of KK Handiqui State Open University.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

118

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

5.1.2 - Number of students 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

B. 3 of the above

File Description	Documents
Link to institutional website	https://lankamahavidyalaya.in/upload/enotice/1624080044.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

207

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

207

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

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

A. All of the above

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	**No File Uploaded**
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

16

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**

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

17

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)

The Institution has an Elected Body of Students by Name Lanka Mahavidyalaya Students Association having Thirteen portfolios with each of one President, Vice President, general secretary and other specific Secretaries. The bodies formulate and executed their power and functions in the field of sports, cultural, literary and debating development, student welfare and academic activities in consultation with the concerned authorities. the student elected body has their own funds and prepares their budget for necessary expenditure.

File Description	Documents
Paste link for additional information	https://lankamahavidyalaya.in/upload/notice/1648044932.jpg
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

1

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Lanka Mahavidyalaya,Lanka is established in 1979, a number of alumni got education from this reputed institution. Though this institution is located in rural area, it has a great contribution in the educational development of the rural students. Many alumni of this college are wellknown in their respective fields i.e. Politics, Education, Judiciary, Literature Sports, Agriculture, Business and Industry, Social Work and Public Speaking. The college provides an opportunity to the alumni to interact and share their experience with students during the College Week in every year.. Our Alumni Association works for the overall development of students as well as the institution. It helps our institution not just financially, but in terms of academic planning, placements of students, career guidance and

technological guidance.

Our Alumni Association organizes:

1. Guest lectures on various subjects and provide guidance from the experts of various fields to the students.

2. Some of our alumni are industrialists; they share their knowledge and expertise with the students.

3. Alumni Association helps to organize educational and industrial visits for the students.

4. Alumni Association provides information about the job opportunities available in their fields.

5. Alumni Association organizes various Games and Sports Competitions in the College Campus.

File Description	Documents
Paste link for additional information	https://lankamahavidyalaya.in/events.php
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	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Lanka Mahavidyalaya as a learning organization strives to educate with the spirit of cultural values and develop Human Resources in order to serve mankind in general and weaker sections in particular and to establish peace and prosperity in the society and in the nation.

Mission of the college: Providing quality education with

affordable cost by designing academic agenda in tune with the changing needs of the society, building faculty power in tune with the modern trend in teaching and research. All stakeholders of the institution work together by keeping students at the center. Teachers get represented in various decision-making bodies of the institution as such. Since the second cycle ofNAAC assessment held in 2015 remarkable achievements have been made ininfrastructure and in developingdifferent learning resources (Building, smart and ICT enabled classroom, computers, Broadband Internet, conference hall, indoor stadium), construction of Krishna Kanta Handique State Open University building, online admission and installation of CCTV surveillance, etc.

In Lanka Mahavidyalaya, a RUSA committee is formed with head of the institution as Chairman, a senior faculty member as coordinator and members from teaching and non-teaching staff for proper and effective utilization of RUSA funds under various heads.

File Description	Documents
Paste link for additional information	Nil
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 effective leadership is visible in various institutional practices such as decentralization and participative management. The College promotes participative management; Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Believing in decentralization, the college, governed by a Government authorised Governing Body,has created various Committes & Cells for smooth functioning of Institutional Developement, IQAC and other Academic and Non- Academic activities.

- RUSA Committee
- Academic Council for implimentation of All Academic Matters
- Examination Commiittee

- **Carrier Guidance and Counseling cell**
- **Games and Sports Developement Cell**
- **Cultural Development Cell**
- **Archaeological Archive Cell**
- **Grievances Redressal cell**
- **Research and Developement Cell**
- **Students Welfare Cell**
- **Alumni Engagement Cell**
- **Women Cell**
- **Girls' Common Room Dev. Cell**
- **Boys' Common Room Dev. Cell**
- **Discipline Maintance Cell to maintain Discipline**
- **Prospectus Committee**
- **Admission Commiittee**
- **Anti-Ragging Squard**
- **Lanka Mahavidyalaya Students Association**

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- **Academic planning and preparation of Academic Calendar**
- **Preparation of teaching plan as per OBE**
- **Preparation of Lesson Plan based on CO & PO mapping**
- **Use of e- learning resources**
- **Provide mentoring and individual support**
- **Follow a transparent feedback system**
- **Performance enhancement through workshops and seminars.**
- **Implementation of best practices for students**
- **All the Heads of the Departments conduct faculty meetings every fortnight, the minutes of which are communicated to the Principal for further action.**
- **All the departments, with the teaching and non-teaching faculty carry out the activities as per the Processes and forms.**
- **Customer satisfaction by collecting feedbacks from students, parents, alumni and industry and actions are taken to ensure that the college satisfies all its stakeholders**

- **Educating & Training of all employees**
- **Periodic check & guidance for quality improvement.**
- **The Student Representatives have the responsibility towards students to be available to listen to student views and concerns and actively represent them in an objective and accurate manner.**
- **Budget framing and allotment for student development programs and activities**
- **Formation of student council**
- **Participation in various competitions organised by college**
- **Rewards & recognitions of achievers**
- **Participation in extracurricular activities**
- **Participating in social and welfare activities**

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

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

The governance structure of the institution ensures that the leading educationists participate in sustaining the institutional ideas, tradition and maintain viability. The action plan of the institute in alignment with its vision and mission is ensured via definite organization framework, prospective planning, dynamic leadership and decentralized administration.

Governing Body: The Governing body is responsible for the operation of all aspects of the institution including its finance, human resource, educational and research functions and infrastructure arrangements.

Academic Council: The academic council is an academic body of the institute,the core objective of which is to maintain the standards of education, approval of syllabi, approval of new programme, admission process, teachinglearning and evaluation methodologies, research initiatives and student support facilities.

Internal Quality Assurance Cell (IQAC): The Internal Quality Assurance Cell (IQAC) was constituted under the chairmanship of

the head of the institution in the year 2004, for monitoring the quality parameters of the institution. Every year, the institute submits an Annual Quality Assurance Report to NAAC on the up gradation and advancements of the institution. IQAC acts as a link between the institution and head of the institution/ Governing body, responsible for implementation of quality education andresearch.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://lankamahavidyalaya.in/upload/bestpractices/1652280892.pdf
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
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)	View File

6.3 - Faculty Empowerment Strategies

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

Teachers were provided with financial support to attend conferences / workshops and meetings organised by different professional bodies of which teachers have their membership from time to time. College has been maintaining a registered Staff Cooperative Society as an effective measure for its teaching and non-teaching staff since 1995 till date. Institution is proud to have a very strong and active Teachers' Unit affilated to its

Parent Body- Assam College Teachers' Association, Assam since 1995 for fostering and safeguarding the genuine interest of the teacher members. The Staff Cooperative Society and the Teachers' Unitof the college extendhelping hands to the ailing and suffering teaching and non-teaching members.

File Description	Documents
Paste link for additional information	**Nil**
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

05

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)	View File

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

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

07

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

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

The Institution regularly promotes its teaching and non-teaching staff according to the time scale as per the guidelines of the Directorate of Higher Education, Government of Assam. Promotion of teaching staff strictly adheres to the norms laid down by UGC

under the API scheme of promotion. The API score claim of individual incumbent teachers are verified and certified by the IQAC of the institution as per UGC Regulation and Government of Assam regulation. The main objective of involvement of IQAC is to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices as the teaching staff and the non-teaching staff are the main pillars of the institution. Therefore, at the initiative of the IQAC feedback from students regarding teaching and learning, infrastructure and support system are taken and the resultant data is analysed and steps are taken to bridge the loopholes. The teaching and Non-Teaching staff of the institution also offer their suggestions in every Academic Meeting.

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

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

Institution is regularly conducting internal audit by a registered Chartered Accountant and External audit is conducted by the Department of Finance and Accounts, Govt. of Assam.

Further, the Governing Body of the College, which is constituted by Govt. of Assam Rulerule, monitor the Financial Audits (Both Internal and External Audits) reguarly in its every meeting. The Governing Body holds its meeting minimum four timesin every year.

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)

1, 50,000.00

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

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

The institution always monitors the effective and efficient use of available financial resources for the infrastructure development to support teaching learning process.The institution has a well-defined mechanism to monitor effective utilization of available financial resources for the development of the infrastructure to augment academic needs. All the administrative and academic heads along with coordinators of different cells (viz., research committee, placement cell, library committee (for the purchase of books / journals,NSS cell, sports, cultural committee etc.) submit the budget requirements for the coming academic year. The Governing Body of the college prepares an annual budget estimate duly considering the proposals received from different cell and committees. All the major financial decisions are taken by the institute's Governing Body (GB). After final approval of budget the purchasing process is initiated by Principal of the college and account officer, accordingly the quotations called and purchase orders are placed after final negotiations. All transactions have transparency through bills and vouchers. The bill payments are passed after verification of items. The entire process of the procurement of the material is monitored by the IQAC, purchase committee and principal. Financial audit is conducted by chartered accountant for every financial year to verify the compliance.

File Description	Documents
Paste link for additional information	Nil
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

Internal Quality Assurance Cell (IQAC) with IIT Guwahati has organised a Faculty Development Program from 9th September to 14th September 2019 on Behavioral Remodeling and use of ICT tools in class room deliver for teachers to eradicate computer illiteracy and improving teaching quality. IQAC has signed a MOU with JOBHUT and Indian Skill Academy (A Skill Development Training Institute) for selection, Training and placement of Final year students under the provision of Assam Skill Development Mission , Govt of Assam. Apart from this the IQAC has

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution ensures availbility of sufficient class rooms, it has tweenty numbers of RCC class rooms and nine numbers of Assam Type class rooms. The institution has other facilities such as, four digital class rooms with internet, two computer labs(including language lab), Education lab, seminar halls, one with ICT facilities and sufficient numbers of text and reference books in the library.

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

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	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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 institution acknowledges the fact that today India is the youngest nation availing equality to both the gender.This demographic dividend that India achieved has to be harnessed for the progress of the nation. Lanka mahavidyalaya is very keen on identifying the desires and differentaspirations of the new generation and the measures to enrich the abilities and professional skills of both boys and girls, without any discrimination. The institution rightly guides the students from their long journey from "human beings to being human" by sensitizing them on issues like gender, social harmony and tolerance. Different programmes has been conducted by the institutions promoting gender equality and social harmony.The institution accords utmost priority to the safety and security of not only the students but also of the staff, and ensures a fool proof vigilant system so that every student, especially girl students, will feel secured and protected to pursue their educational endeavors. In this regard myriad initiatives have been taken by the institution to foster gender equality and gender

sensitization programs, thereby to ensure safety of girl students.The college alsoadopted 'Mentoring' system as the first step towards confidence building among the students. A workshop on Gender equality and Girls Empowerment was organised in Lanka Mahavidyalaya from Department of Political Science and IQAC on 21-01-2021.

File Description	Documents
Annual gender sensitization action plan	https://lankamahavidyalaya.in/upload/facilities/Promotion%20of%20Gender%20Equity.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://lankamahavidyalaya.in/upload/facilities/Promotion%20of%20Gender%20Equity.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

C. Any 2 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

There are different types of wastes disposed in the college for which there is a proper system functioning.

Solid Waste Management- The college has Plastic Bank Provided by Lanka Municipality Corporation where, majority of the plastic waste are kept which, later handed over to Municipality. Further the College has also a place on its campus where the solid wastes materials are disposed. Keeping this in view, the college also manages its solid waste management system. However, there does not exist more waste from college.

Liquid Waste Management- Not available

Biomedical Waste Management- There is no major biomedical waste in the college and the little waste accumulated from used medicines and equipments are collected plastic Bank and the waste are handed over to municipalty .

E-waste Management- There is no major E-wast in College and the little E-Wast gathered from Electronics Goods are auctioned for sale to interested party.

Waste recycling system- There is no system of Waste recycling in the college. However, there is rain water harvesting system in the college, where the major portion of Rain water collected in building shade and drained to the pond of college campus, which is helpful infish cultivation and water required for construction and gardening.

E-medical Waste Management- There is no E-medical waste management system in the college as there is no major E-Medical waste in college.

Hazardous chemicals and radioactive waste management- There is no Hazardous chemicals and radioactive waste in the college and hence the system is not in consideration till now.

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.lankamahavidyalaya.in/upload/facilities/Solid%20waste%20Management%20System.pdf
Any other relevant information	No File Uploaded

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

A. Any 4 or all 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: **B. Any 3 of the above**

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

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

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

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

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	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment   **C. Any 2 of the above**

**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**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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 initiatives are taken to promote better education, economic upliftment of communal harmony. Diffrent national, state and instituiton level webinars has been conducted for upliftment of the cultural activity likeNational webinar on relevance of Kabiguru Rabindranath Tagores creation on present times promoting regional thoughts for the society and all the members of the institute, webinar on importance of Yoga in human life which helps in development of tolerance and harmony among various communityrepresenting the institution.Similarly, workshop on gender equality and girls empowernment promoting gender equality in society and webinar on relevance of sankardeva at present time and youth generation uplifting the knowledge of importance of sankardeva thought in the society and promoting equality among the society irrespective of caste and community. A total of four webinars and differnet cultural activities has been conducted for promoting tolerance and harmony in the stated area. Moreover, manyinstitutional levelevents are celebrated in college campus namely celebration of independence day, republic day, Ekta Diwas , Cultural Functions in College Week, Exibition on Traditional Dress

performances, Birth and Death Anniversary of Sri Sri Sankardeva , Swarashati Puja etc., which promote communalharmony & tolerance, cultural , religios and regional integrity.

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

In the very frontof the institutionthe values and the activities of the institutions has been mentioned for all the members of the the institutiions. The Green Initiative aims the competitiveness in the environmental space to allow the ability to go neutral on Greenhouse Gas emissions. Due to pandemic endeavour institute also promote the students to participate very enthusiastically in all such activities. The College celebrates the Independence Day & Republic Day vigorously. 'Samvidhan Diwas', 'EKTA Diwas' and Constitution day were celebrated and students have participated in Elocution and Quiz contest with all insights which in turn contributed to the ideal Constitutional values and the Fundamental Duties and Rights of Indian Citizens.Institution has organized student centric activities like election among the student union, Quiz competition which have always received huge participation from the students and promoted their awareness about various aspects of Indian citizenship. The NSS unit of lanka mahavidyalaya practices SWACHA BHARAT ABHIJAN and eniraonmenrtal promotion activities, regularly so as tio promote human values, dignity of labour and resp[onsibilities towards nation. Moreover, the NSS unit of Lanka Mahavidyalaya and cultural development cell continuosly participated in independence day, republic day celebrated by ditrict civil admisitration. The Women Cell of the Institution continues its activities to promote Gender Sensitisation, Women security and development of women empowernment within and outside the institution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
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   **A. All 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	**No File Uploaded**

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

1. International; Yoga day- 21/6/2021

2.. Republic day- 26/01/2021

3. Independence Day-15/08/2021

4. Death Anniversary of Bharat Ratna Dr. Bhupen Hazarika-05/11/2021

5. Rashtriya Ekta and Sankalpa Diwas- 31/10/2021

6. Constitutional Day- 26/11/2021.

7. Rabindra Jayanti- 07/05/2021.

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

7.2 - Best Practices

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

1. Total Women Security in College Campus: In the Institution from its establishment, special care is taken by the Authority, Teachers , Non-Teaching Staff about the security of Girls Students along with other women associated with this Institute. To look after the security of students and specially Girls students, the Institute has a Vigilance Committee , by name Discipline Maintenance Committee, with its chairman as Head of the Institute and one senior most Teacher as its Convener. Further, the Institute has a permanent Women Cell under IQAC, with the Chairman as Head of the Institute, one senior most Lady Faculty as its Convener, and all Teaching/ Non-Teaching Women are its members along with elected secretary of Girls Common Room. The Women Cell continued its activity by awareness program on Gender Sensitization, Women Security , Women Empowerment and look after the inconvenience of the Women community in the entire Institute. Also, the institute has a Grievance Redressal Cell for taking complain regarding any kind of harassment/ injustice and installed a Complain-Box for receiving any kind of complains. 2. Mentorship: The Institute Practicing Mentorship since long from the formation of IQAC, on 2007.

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 institute is providing Higher Education to the highly under priviledged mixed populationwhich belonges to mostly SC, ST, OBC and Tea tribes category. It offers different category of scholarship and awards to meritorious and economically backward students such as-Awards from Lanka Mahavidyalaya STAFF COOPERATIVE SOCIETY and Government. Also it provides Financial aids to poor students from Lanka Mahavidyalaya Students' Aid Fund.

Though the campus is on road side of East West corridor (NH -27), yet the campus is free from noises of highway vehicles.

The Institution is prioviding Communicative MIL in Six languages, viz. Assamese, Bengali, Hindi, English, Manipuri and Nepali.

The Lanka Mahavidyalaya has Study Centre under KKHSOU from the Academic Session 2011-12 to meet the growing demand of the locality for Higher Education.

The institution has recently started self financingprofessional and job oriented courses like Hindi Translationand and also initiatives has been taken for Short Term Job oriented Skill Dev.Programs under Assam Skill Dev. Mission.

The College has Central Library, Reprographic Center, Digital class rooms, Central Computer Lab/ Language Lab with internet,Playground, Indoor stadium, Gymnasium, Canteen, Pure drinking water & mantaining a Green Campus with a Large Pond Covering an area of about 8 Acres of land.

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 Institution has an academic council which formulates and ensures curriculum planning in association with Management and IQAC as follows. 1.Prepare the prospectus for Admission for various courses as per affiliating University and college Management rule.

2.Prepare the class routine so as to cover all the courses as per Affiliating University/Board rule.

3.Each department prepares and maintains Lesson Plan for timely completion of the courses.

4 Each department holding their timely departmental meeting for rectification of their curriculum planning.

5.Departmental/IQAC planned for departmental /institutional seminar, talk and workshop on special topics for students and Teachers.

6. Notification regarding sessional and Internal Examinations are made as per Affiliating University Academic calendar.

7.Conduct various semester examination as per Academic calendar of Affiliating University/Board.

8. Necessary analysis on feedback form final year students are made for upliftment of academic activities.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	Nil

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for semester-end examinations.Our collegefollows the academc calendar issued by the Gauhati University strictly and plans all its activities including the conduct of final semester examination, internal assesment examination, field study/project work etc.The academic calendar issued by the universityhelps the teachersto plan their classes,academic activities,co-curricular activities etc.Department heads closely supervise and monitor the completion of the syllabus of each semesteras per the syllabus prepared by the university.

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

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

17

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

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

The Curriculumframed by the Gauhati University integrates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students. Various activities are organized throughout the year as part of the curriculum that help in this endeavor.

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

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

02

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

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

72

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**D. Any 1 of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	[https://lankamahavidyalaya.in/upload/best practices/1647947016.pdf](https://lankamahavidyalaya.in/upload/bestpractices/1647947016.pdf)

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

750

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

229

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 departments use monitoring and mentoring to keep track of slow learners' progress by dividing the students into groups.One teacher is assigned to each groupto mentor the slow learners.The mentor tries his/her level best to encourage the weak students/learners by delivering motivational speech,by taking extra classes, by providing some notes if necessary.

Tutoring by peers, senior students, and mentors is offered by our college. Corrected assignments and answer scripts are shared with each student and discussed to enable students recognize their problematic areas and improve. Faculty makes it a point to be patient and accessible to students personally, over phone, mail, and social apps.In our institution advanced learners are encouraged to study Recommended Readings listed in each syllabus.Online resources are made available to strengthen the knowledge-base. To gain experience and knowledgee, our students areenocuraged to take part in seminars,conferences and workshops.

Our collection of books in the library is noticeable.Library of our college caters to the needs of both the slow and advanced learners. They can easily access to online materials as our library offers computer facility.

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
1832	51

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

Student centric methods are

Project methods: The project work stimulate student's interest on the subject and provide student an opportunities of freedom of thoughts and free exchange of different views. As per the requirement of syllabi, the project work is done.

Interactive methods: The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, Departmental Quiz, Educational Games, Discussion oncurrent affairs, etc.

ICT Enabled Teaching: ICT enabled teaching includes Wi-Fi enabled class rooms with LCD, Language Lab, Smart Class rooms, etc. To enhance the teaching-learning process the institution adopts modern pedagogy. The institution has the essential equipments to support the faculty members and students.

Student Seminars: The Student seminars are organized where in the papers are presented by students on contemporary topics to enrich their learning experience.

Internship Program: The NSS Unit of the College organizes various Internship Programs, especially the Swachh Bharat Abhiyan.The College has also organized one Job Oriented Internship in collaboration with Job Hut, under Indian Skill Development Program.

Group Learning Method: Group Learning method is now being adopted through whatsapp group. The Departments of the college organizes Group Discussion among the students for the better understanding of the subject or Topic.

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

These days, it is essential for the students to learn and gather the knowlledges on the latest technologies in order to be competent with contemporary situation. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute

1. Projectors- 4 projectors are available in different classrooms/labs

2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.

3. Seminar Rooms- One seminar hallequipped with all digital facilities.

7. Smart Board- Two smart boards areinstalled in the campus.

8. Online Classes through Zoom, Google Meet, Google Classroom.

Faculty uses ICT

A. Power Point presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations.

B. Online quiz- Faculties prepare online quizes for the students after the completion of each unit with the help of GOOGLE FORMS .

C. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications.

E. E-Resorces, Class Notes are provided through the College website as well as through the Departmental WhatsApp groups.

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.lankamahavidyalaya.in/upload/facilities/ICT%20Faci.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

32

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

36

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

10

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

615

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.

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college.Continuous evaluation is made through Group Discussion, Sessional Examinations, Assignments Submission, Field Visit / Field Work and Seminars Presentation. Sessional Examinations are conducted regularly as per the schedule given in academic calendar of Gauhati University.The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing students after their assessment. For transparent and robust for internal assessment, the following mechanisms are conducted-

? Internal Examination Committee. ? Question Paper Setting. ? Conduct of Examination ? Result display ? Interaction with students regarding their internal assessement.

The method of internal assessment helps the teachers to evaluate the students more appropriately.

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 follows strictly the guidelines and rules issued by the affiliating university while conducting internal examinations.

At Institute level: At Institute level, an examination committee, comprising of a senior teacher as convener and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process. The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher. The internal marks are displayed on the notice board. If any discrepancy like mistakes in question paper, mark allocation,

correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the HOD concerned.Students are counseled by the faculty mentor, and remedial classes are conducted for students who have failed in the examinations. Within a time bound the Internal Assessment marks are entered in the University web portal.

At University level: If students have grievances related to evaluation of university answer scripts it is intimated to the subject handling faculty and head of the department if necessary, for further action.

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.

The College has clearly stated learning outcomes of the Programs and Courses offering in the College and the following mechanism is followed to communicate the learning outcomes to the teachers and students.

? Hard Copy of syllabi and Learning Outcomes are available in the college/departments for ready reference to the teachers and students.

? Learning Outcomes of the Programs and Courses are highlighted and made aware to the students in the induction ceremony-cum-orientation programme at the beginning of the session.

? The importance of the learning outcomes has been discussed and communicated to the teachers in staff meeting and IQAC meeting.

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.

Our Institute is affiliated to Gauhati University, Assam, India.We offered Under Graduate courses under the Faculty of Arts and Commerce.For these programs and courses, the institute followed the curriculum designed by our affiliated university. The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom.We took utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we took feedback from all the stakeholders in this respect and try to take necessary steps accordingly.

? The institute followed the Academic Calendar of our affiliated university. ? All the subject teachers maintained Academic Diary in every academic year. ? All the subject teachers prepared Semester-Wise evaluation Reports. ? Internal examination committee analyzed evaluation reports of results.

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

338

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

2.7 - Student Satisfaction Survey

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

https://www.lankamahavidyalaya.in/upload/bestpractices/16479470 16.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)

1,47,055.00

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	<u>View File</u>
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

08

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)	<u>View File</u>

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

2

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

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	**No File Uploaded**
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

Lanka Mahavidyalaya organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contribute to community and strengthen community participation.The NSS college units take part in various initiatives like organizing camps, Swachh Bharat initiatives, blood donation camps, awareness programmes on AIDS prevention, Suicides prevention etc. The College has organised International Yoga Day virtually due to Covid Pandemic;whereby, the students become global stakeholders in ensuring healthy body and mind.

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

2

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

40

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

3.4 - Collaboration

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

2

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

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

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

2

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has adequate physical and academic facilities. The college campus area is 17 acres, on which building construction is about 30 000 sq. fts. The various departments in Arts and Commercestreams are located in the separate blocks. The Classrooms, Laboratories and Seminar Halls are well equipped along with computing system and Internet facility. Besides the

building, the college has spacious playground, Gymnasium Hall andone well equipped indoor Stadium, Viz. Kanaklata Baruah Indoor Stadiumfor sports activities. The college has cultivated an atmosphere providing the importance to Extra Curricular and support services organized byNational Service Scheme . The College has maintaineda Pond for Fishiculture for additional resources.The college has witnessed a Neat and Clean atmosphere.The college is well-equipped with the physical and technology-enabled infrastructure that supports to run smoothly the existing academic programmes and administration.

1. Well-furnished 42 classrooms.
2. 02ICT enabled classrooms.
3. 03 ICT enabled laboratories.
4. Spacious seating arrangements with the qualitative furniture.
5. Cleanliness, light and ventilation facilities are maintained in the classroom and laboratories.
6. Black Boards, White Boards and Green Boards are available in the classrooms.
7. A well-furnished computerized administrative office along with ICT enable cabin of the Principal.
8. Well ventilated Seminar Hall with ICT facilities

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

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

The College has facilities for sports & games and cultural activities. Even though there is not a specific play ground for the College the students use a small patch of open space inside the campus for playing Khokho, Kabaddi, Cricket and Football. However, the College uses the playgrounds of the Lanka Municipality. There is a Indoor Stadium which enabled Badminton court, Table Tenis Board.The College has a well equipped gymnasium.The institution conducts various cultural activities like Dance, Song, One Act Play, Essay, Debate, Recitation, Quiz, Extempore, Creative Writing, Fine Arts, Alpana, Rangoli, Mehandi, Cooking and all such activities are conducted on the big and open stage inside the campus. There is enough scope for

staging cultural activities in this College. Equipments and accessories required for conducting all such activities like sound system with speakers and screens and costumes are available in the College.

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

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

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

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

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

28502808

File Description	Documents
Upload any additional information	**No File Uploaded**
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 College has a Central Library in an area of 210sq. m., with nearly 18000books, periodicals, references, national and international journals and CD-ROMs. In addition to this Each Department has been maintaining a departmentallibraryfor thebetter benefit of the students of Department concern.The central Libraryis automated using Integrated Library Management System (ILMS) computerized with SOUL 2.0.The Library building is centrally located and well laid out and maintains the right atmosphere for learning. Library buildings have provision for both individual and group studies. Adequate space is provided for browsing and relaxed reading.The library also houses rich reference Collection viz., Encyclopedia Britannica, Year Books, Atlases and other reference material.

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)

93597

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

800

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

4.3 - IT Infrastructure

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

There are different digital technological facilities available in the college. There are 01- smart classrooms, 02-smart lab and 01-digitally equipped conference hall and 02-digitally equipped laboratories available in the college. The up gradation work of One Computer Laboratory including Language

laboratory (ENGLISH LANGUAGE LABORATORY) is also under process.A well equipped computer lab is also functioning in the college. The students of the college are access to the computer lab. There is open access of Wi-Fi connectivity to all student and the staff members of the college. All the departments of the college are provided with computer and other related accessories. All teaching staff member use the ICT in the classrooms and laboratories, whenever needed. The college regularly maintains the IT facilities. Following are some basic facilities for updating:

1. Computer is formatted in regular basis.
2. College itself formats the computer without no fees and by the help of computer operator.
3. Anti-virus is regularly installed in computer. All computer has anti-virus
4. Wi-Fi connectivity is available in Principal chamber, Office-room, IQAC room, various departments includinglibrary and laboratories.
5. CCTV is installed in entrance gate, Office, corridors, library and in some classrooms.
6. Website is maintained by SS Technologies, Guwahati, Assam.

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

4.3.2 - Number of Computers

93

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	C.10 - 30MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

12745866

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

1.Lanka Mahavidyalaya has constructed an Indoor stadium and it has the facility to play sports like, Badminton, Table Tennis. Apart from this College has the facility of Gymnasium. one Playground for Outdoor Games. 2. Lanka Mahavidyalaya has a Central Library within the premises of the college and having 18436 books and large numbers of Journals as well as Newspapers (Regional and National) for the benefit of the college community. 3. Lanka Mahavidyalaya has a well equipped laboratory facility in the department of Education and two Language Lab with wifi connectivity. 4. Lanka Mahavidyalaya has a Central Computer Laboratory with internet facility to make the students computer literate. 5. College has 33 numbers of class rooms with two digital classrooms and one Seminar Hall with audio visual facility.. 6.The college has Career

Counseling Cell, NSS, Games and Sports Cell, Cultural Development Cell and Incubation Centre under IQAC for the development of Career, physical and mental health. 7.The college has the provision for centrally purified drinking water facility and separate toilets for boys and girls. 8.The college has a study center of KK Handiqui State Open University.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

118

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

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	**B. 3 of the above**

File Description	Documents
Link to institutional website	https://lankamahavidyalaya.in/upload/enotice/1624080044.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

207

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

207

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

5.1.5 - The Institution has a transparent	**A. All of the above**

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

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	**No File Uploaded**
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

16

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**

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

17

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)

The Institution has an Elected Body of Students by Name Lanka Mahavidyalaya Students Association having Thirteen portfolios with each of one President, Vice President, general secretary and other specific Secretaries. The bodies formulate and executed their power and functions in the field of sports, cultural, literary and debating development, student welfare and academic activities in consultation with the concerned authorities. the student elected body has their own funds and prepares their budget for necessary expenditure.

File Description	Documents
Paste link for additional information	https://lankamahavidyalaya.in/upload/notice/1648044932.jpg
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

1

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Lanka Mahavidyalaya,Lanka is established in 1979, a number of alumni got education from this reputed institution. Though this institution is located in rural area, it has a great contribution in the educational development of the rural students. Many alumni of this college are wellknown in their respective fields i.e. Politics, Education, Judiciary, Literature Sports, Agriculture, Business and Industry, Social Work and Public Speaking. The college provides an opportunity to the alumni to interact and share their experience with students during the College Week in every year.. Our Alumni Association works for the overall development of students as well as the institution. It helps our institution not just financially, but in terms of academic planning, placements of students, career guidance and technological guidance.

Our Alumni Association organizes:

1. Guest lectures on various subjects and provide guidance from the experts of various fields to the students.

2. Some of our alumni are industrialists; they share their knowledge and expertise with the students.

3. Alumni Association helps to organize educational and industrial visits for the students.

4. Alumni Association provides information about the job opportunities available in their fields.

5. Alumni Association organizes various Games and Sports Competitions in the College Campus.

File Description	Documents
Paste link for additional information	https://lankamahavidyalaya.in/events.php
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	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Lanka Mahavidyalaya as a learning organization strives to educate with the spirit of cultural values and develop Human Resources in order to serve mankind in general and weaker sections in particular and to establish peace and prosperity in the society and in the nation.

Mission of the college: Providing quality education with affordable cost by designing academic agenda in tune with the changing needs of the society, building faculty power in tune with the modern trend in teaching and research. All stakeholders of the institution work together by keeping students at the center. Teachers get represented in various decision-making bodies of the institution as such. Since the second cycle ofNAAC assessment held in 2015 remarkable achievements have been made ininfrastructure and in developingdifferent learning resources (Building, smart and ICT enabled classroom, computers, Broadband Internet, conference hall, indoor stadium), construction of Krishna Kanta Handique State Open University building, online admission and installation of CCTV surveillance, etc.

In Lanka Mahavidyalaya, a RUSA committee is formed with head of the institution as Chairman, a senior faculty member as coordinator and members from teaching and non-teaching staff for proper and effective utilization of RUSA funds under various heads.

File Description	Documents
Paste link for additional information	**Nil**
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 effective leadership is visible in various institutional practices such as decentralization and participative management. The College promotes participative management;

Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Believing in decentralization, the college, governed by a Government authorised Governing Body,has created various Committes & Cells for smooth functioning of Institutional Developement, IQAC and other Academic and Non- Academic activities.

- RUSA Committee
- Academic Council for implimentation of All Academic Matters
- Examination Commiittee
- Carrier Guidance and Counseling cell
- Games and Sports Developement Cell
- Cultural Development Cell
- Archaeological Archive Cell
- Grievances Redressal cell
- Research and Developement Cell
- Students Welfare Cell
- Alumni Engagement Cell
- Women Cell
- Girls' Common Room Dev. Cell
- Boys' Common Room Dev. Cell
- Discipline Maintance Cell to maintain Discipline
- Prospectus Committee
- Admission Commiittee
- Anti-Ragging Squard
- Lanka Mahavidyalaya Students Association

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- Academic planning and preparation of Academic Calendar
- Preparation of teaching plan as per OBE

- Preparation of Lesson Plan based on CO & PO mapping
- Use of e- learning resources
- Provide mentoring and individual support
- Follow a transparent feedback system
- Performance enhancement through workshops and seminars.
- Implementation of best practices for students
- All the Heads of the Departments conduct faculty meetings every fortnight, the minutes of which are communicated to the Principal for further action.
- All the departments, with the teaching and non-teaching faculty carry out the activities as per the Processes and forms.
- Customer satisfaction by collecting feedbacks from students, parents, alumni and industry and actions are taken to ensure that the college satisfies all its stakeholders
- Educating & Training of all employees
- Periodic check & guidance for quality improvement.
- The Student Representatives have the responsibility towards students to be available to listen to student views and concerns and actively represent them in an objective and accurate manner.
- Budget framing and allotment for student development programs and activities
- Formation of student council
- Participation in various competitions organised by college
- Rewards & recognitions of achievers
- Participation in extracurricular activities
- Participating in social and welfare activities

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

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

The governance structure of the institution ensures that the leading educationists participate in sustaining the institutional ideas, tradition and maintain viability. The

action plan of the institute in alignment with its vision and mission is ensured via definite organization framework, prospective planning, dynamic leadership and decentralized administration.

Governing Body: The Governing body is responsible for the operation of all aspects of the institution including its finance, human resource, educational and research functions and infrastructure arrangements.

Academic Council: The academic council is an academic body of the institute,the core objective of which is to maintain the standards of education, approval of syllabi, approval of new programme, admission process, teachinglearning and evaluation methodologies, research initiatives and student support facilities.

Internal Quality Assurance Cell (IQAC): The Internal Quality Assurance Cell (IQAC) was constituted under the chairmanship of the head of the institution in the year 2004, for monitoring the quality parameters of the institution. Every year, the institute submits an Annual Quality Assurance Report to NAAC on the up gradation and advancements of the institution. IQAC acts as a link between the institution and head of the institution/ Governing body, responsible for implementation of quality education andresearch.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://lankamahavidyalaya.in/upload/best practices/1652280892.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	<u>View File</u>
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

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

Teachers were provided with financial support to attend conferences / workshops and meetings organised by different professional bodies of which teachers have their membership from time to time. College has been maintaining a registered Staff Cooperative Society as an effective measure for its teaching and non-teaching staff since 1995 till date. Institution is proud to have a very strong and active Teachers' Unit affiliated to its Parent Body- Assam College Teachers' Association, Assam since 1995 for fostering and safeguarding the genuine interest of the teacher members. The Staff Cooperative Society and the Teachers' Unitof the college extendhelping hands to the ailing and suffering teaching and non-teaching members.

File Description	Documents
Paste link for additional information	**Nil**
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

05

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)	<u>View File</u>

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

07

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

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

The Institution regularly promotes its teaching and non-teaching staff according to the time scale as per the guidelines of the Directorate of Higher Education, Government of Assam. Promotion of teaching staff strictly adheres to the norms laid down by UGC under the API scheme of promotion. The API score claim of individual incumbent teachers are verified and certified by the IQAC of the institution as per UGC Regulation and Government of Assam regulation. The main objective of involvement of IQAC is to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices as the teaching staff and the non-teaching staff are the main pillars of the institution. Therefore, at the initiative of the IQAC feedback from students regarding teaching and learning, infrastructure and support system are taken and the resultant data is analysed and steps are taken to bridge the loopholes. The teaching and Non-Teaching staff of the institution also offer their suggestions in every Academic Meeting.

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

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

Institution is regularly conducting internal audit by a registered Chartered Accountant and External audit is conducted by the Department of Finance and Accounts, Govt. of Assam.

Further, the Governing Body of the College, which is constituted by Govt. of Assam Rulerule, monitor the Financial Audits (Both Internal and External Audits) reguarly in its every meeting. The Governing Body holds its meeting minimum four timesin every year.

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)

1, 50,000.00

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)	<u>View File</u>

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

The institution always monitors the effective and efficient use of available financial resources for the infrastructure development to support teaching learning process.The institution has a well-defined mechanism to monitor effective utilization of available financial resources for the development of the infrastructure to augment academic needs.

All the administrative and academic heads along with coordinators of different cells (viz., research committee, placement cell, library committee (for the purchase of books / journals,NSS cell, sports, cultural committee etc.) submit the budget requirements for the coming academic year. The Governing Body of the college prepares an annual budget estimate duly considering the proposals received from different cell and committees. All the major financial decisions are taken by the institute's Governing Body (GB). After final approval of budget the purchasing process is initiated by Principal of the college and account officer, accordingly the quotations called and purchase orders are placed after final negotiations. All transactions have transparency through bills and vouchers. The bill payments are passed after verification of items. The entire process of the procurement of the material is monitored by the IQAC, purchase committee and principal. Financial audit is conducted by chartered accountant for every financial year to verify the compliance.

File Description	Documents
Paste link for additional information	Nil
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

Internal Quality Assurance Cell (IQAC) with IIT Guwahati has organised a Faculty Development Program from 9th September to 14th September 2019 on Behavioral Remodeling and use of ICT tools in class room deliver for teachers to eradicate computer illiteracy and improving teaching quality. IQAC has signed a MOU with JOBHUT and Indian Skill Academy (A Skill Development Training Institute) for selection, Training and placement of Final year students under the provision of Assam Skill Development Mission , Govt of Assam. Apart from this the IQAC has

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution ensures availbility of sufficient class rooms, it has tweenty numbers of RCC class rooms and nine numbers of Assam Type class rooms. The institution has other facilities such as, four digital class rooms with internet, two computer labs(including language lab), Education lab, seminar halls, one with ICT facilities and sufficient numbers of text and reference books in the library.

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

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	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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 institution acknowledges the fact that today India is the youngest nation availing equality to both the gender.This demographic dividend that India achieved has to be harnessed for the progress of the nation. Lanka mahavidyalaya is very keen on identifying the desires and differentaspirations of the new generation and the measures to enrich the abilities and professional skills of both boys and girls, without any discrimination. The institution rightly guides the students from their long journey from "human beings to being human" by sensitizing them on issues like gender, social harmony and tolerance. Different programmes has been conducted by the institutions promoting gender equality and social harmony.The institution accords utmost priority to the safety and security of not only the students but also of the staff, and ensures a fool proof vigilant system so that every student, especially girl students, will feel secured and protected to pursue their educational endeavors. In this regard myriad initiatives have been taken by the institution to foster gender equality and gender sensitization programs, thereby to ensure safety of girl students.The college alsoadopted 'Mentoring' system as the first step towards confidence building among the students. A workshop on Gender equality and Girls Empowerment was organised in Lanka Mahavidyalaya from Department of Political Science and IQAC on 21-01-2021.

File Description	Documents
Annual gender sensitization action plan	https://lankamahavidyalaya.in/upload/facilities/Promotion%20of%20Gender%20Equity.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://lankamahavidyalaya.in/upload/facilities/Promotion%20of%20Gender%20Equity.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	**C. Any 2 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

There are different types of wastes disposed in the college for which there is a proper system functioning.

Solid Waste Management- The college has Plastic Bank Provided by Lanka Municipality Corporation where, majority of the plastic waste are kept which, later handed over to Municipality. Further the College has also a place on its campus where the solid wastes materials are disposed. Keeping this in view, the college also manages its solid waste management system. However, there does not exist more waste from college.

Liquid Waste Management- Not available

Biomedical Waste Management- There is no major biomedical waste

in the college and the little waste accumulated from used medicines and equipments are collected plastic Bank and the waste are handed over to municipalty .

E-waste Management- There is no major E-wast in College and the little E-Wast gathered from Electronics Goods are auctioned for sale to interested party.

Waste recycling system- There is no system of Waste recycling in the college. However, there is rain water harvesting system in the college, where the major portion of Rain water collected in building shade and drained to the pond of college campus, which is helpful infish cultivation and water required for construction and gardening.

E-medical Waste Management- There is no E-medical waste management system in the college as there is no major E-Medical waste in college.

Hazardous chemicals and radioactive waste management- There is no Hazardous chemicals and radioactive waste in the college and hence the system is not in consideration till now.

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.lankamahavidyalaya.in/upload/facilities/Solid%20waste%20Management%20System.pdf
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all 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	**B. Any 3 of the above**

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

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

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

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	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	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 initiatives are taken to promote better education, economic upliftment of communal harmony. Diffrent national, state and institution level webinars has been conducted for upliftment of the cultural activity likeNational webinar on relevance of Kabiguru Rabindranath Tagores creation on present times promoting regional thoughts for the society and all the members of the institute, webinar on importance of Yoga in human life which helps in development of tolerance and harmony among various communityrepresenting the institution.Similarly, workshop on gender equality and girls empowernment promoting gender equality in society and webinar on relevance of sankardeva at present time and youth generation uplifting the knowledge of importance of sankardeva thought in the society and promoting equality among the society irrespective of caste and community. A total of four webinars and differnet cultural

activities has been conducted for promoting tolerance and harmony in the stated area. Moreover, manyinstitutional levelevents are celebrated in college campus namely celebration of independence day, republic day, Ekta Diwas , Cultural Functions in College Week, Exibition on Traditional Dress performances, Birth and Death Anniversary of Sri Sri Sankardeva , Swarashati Puja etc., which promote communalharmony & tolerance, cultural , religios and regional integrity.

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

In the very frontof the institutionthe values and the activities of the institutions has been mentioned for all the members of the the institutiions. The Green Initiative aims the competitiveness in the environmental space to allow the ability to go neutral on Greenhouse Gas emissions. Due to pandemic endeavour institute also promote the students to participate very enthusiastically in all such activities. The College celebrates the Independence Day & Republic Day vigorously. 'Samvidhan Diwas', 'EKTA Diwas' and Constitution day were celebrated and students have participated in Elocution and Quiz contest with all insights which in turn contributed to the ideal Constitutional values and the Fundamental Duties and Rights of Indian Citizens.Institution has organized student centric activities like election among the student union, Quiz competition which have always received huge participation from the students and promoted their awareness about various aspects of Indian citizenship. The NSS unit of lanka mahavidyalaya practices SWACHA BHARAT ABHIJAN and eniraonmenrtal promotion activities, regularly so as tio promote human values, dignity of labour and resp[onsibilities towards nation. Moreover, the NSS unit of Lanka Mahavidyalaya and cultural development cell continuosly participated in independence day, republic day celebrated by ditrict civil admisitration. The Women Cell of the Institution continues its activities to promote Gender Sensitisation, Women security and development of women empowernment within and outside the institution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
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	**A. All of the above**

File Description	Documents
Code of ethics policy document	<u>View File</u>
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	<u>View File</u>
Any other relevant information	**No File Uploaded**

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

1. International; Yoga day- 21/6/2021

2.. Republic day- 26/01/2021

3. Independence Day-15/08/2021

4. Death Anniversary of Bharat Ratna Dr. Bhupen Hazarika- 05/11/2021

5. Rashtriya Ekta and Sankalpa Diwas- 31/10/2021

6. Constitutional Day- 26/11/2021.

7. Rabindra Jayanti- 07/05/2021.

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

7.2 - Best Practices

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

1. Total Women Security in College Campus: In the Institution from its establishment, special care is taken by the Authority, Teachers , Non-Teaching Staff about the security of Girls Students along with other women associated with this Institute. To look after the security of students and specially Girls students, the Institute has a Vigilance Committee , by name Discipline Maintenance Committee, with its chairman as Head of the Institute and one senior most Teacher as its Convener. Further, the Institute has a permanent Women Cell under IQAC, with the Chairman as Head of the Institute, one senior most Lady Faculty as its Convener, and all Teaching/ Non-Teaching Women are its members along with elected secretary of Girls Common Room. The Women Cell continued its activity by awareness program on Gender Sensitization, Women Security , Women Empowerment and look after the inconvenience of the Women community in the entire Institute. Also, the institute has a Grievance Redressal Cell for taking complain regarding any kind of harassment/ injustice and installed a Complain-Box for receiving any kind of complains. 2. Mentorship: The Institute Practicing Mentorship since long from the formation of IQAC, on 2007.

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 institute is providing Higher Education to the highly under priviledged mixed populationwhich belonges to mostly SC, ST, OBC and Tea tribes category. It offers different category of scholarship and awards to meritorious and economically backward students such as-Awards from Lanka Mahavidyalaya STAFF COOPERATIVE SOCIETY and Government. Also it provides Financial aids to poor students from Lanka Mahavidyalaya Students' Aid Fund.

Though the campus is on road side of East West corridor (NH -27), yet the campus is free from noises of highway vehicles.

The Institution is prioviding Communicative MIL in Six languages, viz. Assamese, Bengali, Hindi, English, Manipuri and Nepali.

The Lanka Mahavidyalaya has Study Centre under KKHSOU from the Academic Session 2011-12 to meet the growing demand of the locality for Higher Education.

The institution has recently started self financingprofessional and job oriented courses like Hindi Translationand and also initiatives has been taken for Short Term Job oriented Skill Dev.Programs under Assam Skill Dev. Mission.

The College has Central Library, Reprographic Center, Digital class rooms, Central Computer Lab/ Language Lab with internet,Playground, Indoor stadium, Gymnasium, Canteen, Pure drinking water & mantaining a Green Campus with a Large Pond Covering an area of about 8 Acres of land.

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

1. To take necessary steps to Accredited the Institute for 3rd Cycle in due time. 2. To take initiatives for prompt sanction of the RUSA [II] Infrastructure Dev. Project fund for balance development of the College. 3. To take necessary steps to enhance the number of computers in the 2nd Central Computer Lab up to 120 capacity. 4. To open PG courses in Economics, Assamese and Commerce and UG course in Home Science in regular mode. 5. To increase the Research Activity. 6. To start a effective full flagged Coaching Institute for Competitive Examinations for the benefit of students. 7. To take necessary steps for more Campus Recruitments of the final year students in various industrial sector 8. To organize more Workshop/ Seminar on Intellectual Property Right/ Women Trafficking and other relevant issues. 9. To take measures for the development of adopted underdeveloped Village and under privileged School for upliftment under Extension Activity. 10. To renovate and develop Central Library from RUSA [II] Project, so as to meet the need of growing numbers of students. 12To take necessary steps to complete the Science Building and to open Science Stream.