



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	LOKANAYAK OMEO KUMAR DAS COLLEGE
Name of the head of the Institution	Dr. Sukdev Adhikari
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03712244231
Mobile no.	9706959012
Registered Email	lokcollege.444@rediffmail.com
Alternate Email	iqaclokdc@gmail.com
Address	Vill - Mitham Bengali PO- Dhekiajuli District- Sonitpur
City/Town	Dhekiajuli
State/UT	Assam
Pincode	784110

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. Jyotshna Baruah			
Phone no/Alternate Phone no.		03712244231			
Mobile no.		6000608784			
Registered Email		iqaclokdc@gmail.com			
Alternate Email		jyotshnabaruah@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.lokdcollege.in/aqar.php			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		http://www.lokdcollege.in/Academic Calendar.php			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	76.00	2004	04-Nov-2004	03-Nov-2009
6. Date of Establishment of IQAC			10-Oct-2010		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
Workshop on CBCS	14-Jun-2019 1		63		

Entrepreneurship Awareness Camp	05-Feb-2019 3	96
Career Counselling on Travel and Tourism Industry	11-Aug-2018 1	72
Regular Meeting of IQAC	08-Jun-2019 1	10
Regular Meeting of IQAC	01-Jun-2019 1	10
Regular Meeting of IQAC	27-Sep-2018 1	12
Regular Meeting of IQAC	12-Sep-2018 1	12
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Seema Sarkar, Department of Botany, LOKD College	Towards disbursement of Micro grant for implementation of projects under the Foldscope scheme	Department of Biotechnology, Ministry of Science and Technology, Govt. of India	2018 365	800000
LOKD College	Ek Bharat Shrestha Bharat (Excursion Grant)	Govt. of Assam	2019 365	100000
LOKD College	Reimbursement of purchasing of Books to College Library from Guwahati Book fair 2018	Govt. of Assam	2019 365	178423
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional

Yes

website	
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Orientation cum Counselling for competitive Examination	
Reaching out to the communities through extension activities	
Observation of national and international days	
Interactive programme with eminent personalities	
Preparation of AQAR	
View File	
13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achievements/Outcomes
Augmenting Library facilities	Well furnished separate reading section for boys, girls and teachers
AQAR preparation 2018-19	Process initiated
MOU with neighboring institution	Process initiated with Mazbat College
Conduct Green Audit	Task completed
Organizing an Awareness programme on Entrepreneurship	Conducted from 5/2/2019 to 7/2/2019
Feedback collection and analysis on DRS from students and Teachers	Feedback collected and analyzed
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14. Whether AQAR was placed before statutory body ?	Yes
Name of Statutory Body	Meeting Date
Governing Body	20-Sep-2019
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	28-Feb-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Principal called a meeting with teaching and office staff to discuss about the academic and non-academic activity for the forthcoming session, 2018-19 for efficient and timely curriculum delivery. Lokanayak Omeo Kumar Das College has been following the curriculum designed by the affiliating University (Gauhati University) since it is mandatory for affiliated institutions. For the effective translation of the curriculum, the College has a well-planned delivery mechanism based on the availability of resources in the college. The College makes continuous effort for the optimum benefits of the students through routine, academic calendar, departmental individual plans etc. Before the commencement of the academic session, an academic calendar is prepared incorporating all academic activities to be taken up. Besides a routine committee is constituted to prepare the master routine wherein timely 100% coverage of the syllabus is ensured. Each department maintains departmental routine and teachers' diary to ensure and record the progression of the syllabus allotted to each teacher. Field works, study tours, guest lecture etc. are incorporated in each departments' activity plan. Each department conducts regular test, workshop, seminar etc. for the orientation of the students before they appear in their final examination. There is a readily available support system provided by the parent University for effective translating of the curriculum and improving teaching practices. For the timely completion of the syllabus and even distribution of the teaching load, the institution whenever required engages temporary, part time, and contractual teachers. While preparing the departmental routine flexibility of work plan is considered at the start of the session. To upgrade the level of knowledge teachers attend various training programs conducted by HRDC and other institutions. There exists an academic committee to monitor the timely completion of courses and other academic matters.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

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

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

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Assamese Major	24
BA	Bengali Major	8
BA	Education Major	27
BA	Geography Major	28
BA	History Major	19
BA	Philosophy Major	14
BSc	Physics Major	7
BSc	zoology Major	13
BA	Bodo Major	15
BCom	Commerce	28
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The IQAC of the College designed forms for student satisfaction survey to

ascertain their level of satisfaction on issues ranging from syllabus, academic and other support facilities, teacher's ability to grievance redressal with indicators like very satisfactory, satisfactory, moderately satisfactory and not satisfactory. On the basis of response generated analysis is done and forwarded to the authority for further discussion. Feedback analysis committee discuss these matters with Principal. Moreover, another feedback is taken from various stakeholders like, students, teachers and IQAC conducts this process of feedback collection exclusively on design and review of syllabus. In the form prepared for the purpose, stakeholders are asked to provide response with indicators like very satisfactory, satisfactory, moderately satisfactory and not satisfactory. IQAC then forward the feedback forms to the feedback analysis committee for data analysis. The responses generated in the process after compilation is shared with the principal. Principal shares the findings of the process with teachers and non-teaching staff. Feedback analysis committee carefully marks the moderately satisfactory, not satisfactory indicator. IQAC discuss these issues with concerned departments and committees for addressing it properly. Commonly raised issues such as increasing the number of classrooms, provision of ICT facility, construction of new buildings, alteration in administrative procedure, reduction of admission fee etc are sent to the governing body for discussion and appropriate action. The complaints and suggestions made by the stakeholders are heeded with due importance and proper action is initiated to fulfill their demands. Side by side with the formal feedback, the college authority also considers the non-formal feedback effective for the development of the college. In the parents meet organized by different departments, the guardians often make important suggestions. These are finally forwarded to the governing body for initiating proper measures.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom		111	111	111
BSc		154	154	154
BA		458	458	458
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	723	0	41	0	0

2.3 – Teaching - Learning Process

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

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

67	12	13	6	0	1
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

The institution has an effective mentor-mentee system which is integral to the teaching –learning process of any higher education institution. In keeping with its mission of providing quality higher education to the aspirants the institution makes persistent effort in making learning effective and interesting in a learner friendly academic ambience. In view of this Lokanayak Omeo Kumar Das College adopts holistic approach towards making the learning experience better. In order to acquaint the student with the functioning of the mentor-mentee system all head of the departments (HoDs) in a meeting decided to have an orientation session with Major/Honours students at the departmental level. Accordingly, all departments organized orientation regarding mentor and mentee and students were apprised about the objectives and scope of the system. HoDs are responsible for making the system proper operational. All mentors were entrusted with the responsibility of taking care of all aspects of a mentee ranging from academic to personal with a view to preparing the mentee to cope with any situation or any problem. Mentor monitors the academic performance, behavioral aspect and any other issue related to them. Besides, mentors convey all relevant information to parent guardian in guardian meets organized by each department Issues are dealt with each mentee individually and accordingly steps are taken. Mentees discuss their matters amongst themselves and appropriate measures are initiated. Certain mentee related matters are conveyed to HoDs and authority if necessary. A properly functional system is now in practice taking into account various issues academic as well as stress related. Mentors have good rapport with their assigned mentee group and various aspects of mentoring and its need for the students were elaborately discussed prior to its initiation. Mentors also make it a point to familiarize mentees with institutional goal, facilities in the campus at the beginning of each academic session. Monitoring the mentees on their academic performance, attendance and imparting values in them are the responsibility of each mentee.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
723	41	1:18

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
42	41	1	0	16

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Tulan Mochahary	Assistant Professor	Membership of Sahitya akademis Advisory Board in Bodo

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
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BCom	UG	6	16/05/2018	05/07/2018
BCom	UG	4	31/05/2018	21/08/2018
BCom	UG	2	19/05/2018	30/09/2018
BSc	UG	6	19/05/2018	05/07/2018
BSc	UG	4	31/05/2018	21/08/2018
BSc	UG	2	18/05/2018	30/09/2018
BA	UG	6	19/05/2018	05/07/2018
BA	UG	4	31/05/2018	21/08/2018
BA	UG	2	18/05/2018	30/09/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation (CIE) is an integral part of effective teaching-learning system which is carried out in the entire duration of a particular course/program. The objective of conducting the process is to monitor the academic performance of students. Lokanayak Omeo Kumar Das College follows a detailed plan of action chalked out at the beginning of the academic session with regard to CIE. All semester end examinations are conducted as per the guidelines fixed by the affiliating university. General idea about CIE is provided in the prospectus of the college for the appraisal of the students. There is an academic committee entrusted with the responsibility of monitoring CIE. Each department conducts Sessional examination following the instruction and schedule fixed by examination committee. Assignments, seminar, discussion all comprises the entire process of CIE. Each department carefully maintains examinations related records and subsequently forward it to the examination committee for further action.

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

Academic calendar constitutes the first important step towards implementing the academic and other activities planned for an academic year. It is reflective of the life of Lokanayak Omeo Kumar Das College with its varied activities involving teachers, students, alumni, staff i.e. all stakeholders. All academic activities like classes, internal examination seminar, excursion, field trips are planned well in advance and incorporated in the calendar after threadbare discussion amongst the members of the academic calendar committee. Holidays, national and international days to be observed, festivals, sporting and cultural activities organized by students' union, freshers' social, other annual events, enrolment schedule for the new academic session, test to be conducted by each department for enrolment into the Honours / Major course all are meticulously planned and accordingly put together in the academic calendar. Academic calendar also incorporated in the prospectus gives a glimpse of the overall academic work conducted in the institution. For the purpose of preparing the calendar, an academic calendar committee is formed before the commencement of the session in July and entrusted with the task. Draft of the academic calendar is then discussed and finally approved. Academic calendar is in that sense the most important documents of academic plan of a session for the smooth conduction of the works to be done.

2.6 – Student Performance and Learning Outcomes

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

http://www.lokdcollege.in/PO_PSO_CO.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BCom	Major/General	57	42	73.68
UG	BSc	Major/General	130	69	53.08
UG	BA	Major/General	341	222	65.10

[View File](#)

2.7 – Student Satisfaction Survey

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

http://www.lokdcollege.in/Feedback_Report.php

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	365	Department of Biotechnology, Ministry of Science and Technology, Govt. of India	8	6

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3.2 – Innovation Ecosystem

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

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

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

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Assamese	7
Bodo	1
Botany	1
Chemistry	2
Commerce	1
English	4
Geography	1
Physics	1
zoology	3
History	2
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

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

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	1	0	3
Presented papers	1	8	1	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
World environment day	NSS and NCC	6	31
International Day of Yoga	NCC	4	60
Earth Day Celebration	NCC	3	40
Cleanliness Drive	NSS and NCC	3	30
Cleanliness Drive	NSS	1	30
Parakram Parva Celebration	NCC	5	59
Meeting on Swachh Survekshan Grameen	NSS	5	70
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Swachh Bharat Summar Internship 2018	Certificate of Appreciation	Chairman, District water and sanitation committee (DWSC) cum Deputy Commissioner, Sonitpur, Assam	30
Inter College Zonal Youth Festival	Letter of Appreciation	Vice-Chancellor, Gauhati University	356
Help and co-operation in various official functions	Letter of Appreciation	Circle office, Dhekiajuli Revenue Circle	0
Cleanliness Drive	Letter of Appreciation	Dhekiajuli Municipal Board, Dhekiajuli	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Extension Activity	NCC and NSS	Volunteer in Youth Festival	3	50
Swachh Bharat Mission	District water and sanitation committee (DWSC), Sonitpur District	Swachh Bharat Summer Internship	1	30
Extension Activity	NSS	World AIDS Day	3	50

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty exchange programme	1	self	1

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Academic	Excursion under Ek Bharat Shrestha Bharat	Director of Higher education, govt of Assam, Kahilipara, Guwahati 19	14/02/2019	20/02/2019	18
Academic	Summer Training (Internship)	Defence Research Laboratory, Tezpur, Assam	01/06/2018	15/07/2018	3
Academic	Internship	Assam Legislative Assembly, Assam (Under Speakers Initiative Programme)	02/07/2018	01/08/2018	2

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1600000	1518265

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Others	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10279	839918	55	11529	10334	851447
Reference Books	13225	1614580	0	0	13225	1614580
e-Books	3135000	5900	0	0	3135000	5900
e-Journals	6000	5900	0	0	6000	5900
Library Automation	23504	2313993	55	11529	23559	2325522
Weeding (hard & soft)	2135	177105	320	40000	2455	217105
Journals	7	5500	0	0	7	5500

Others (specify)	4	11144	0	593	4	11737
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	45	20	2	1	0	10	15	5	0
Added	11	0	0	0	0	0	4	0	7
Total	56	20	2	1	0	10	19	5	7

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

0 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
950000	904880	550000	517490

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

<p>The institution with an extensive campus has a set of regulation and transparent mechanism for maintenance and upkeep of its infrastructural facilities, Class rooms, Laboratories, Library, Playground, Indoor Stadium, Seminar Halls, ICT Class Room, and Administrative Block. Fitness Gym, Vehicle parking shed, cycle stand etc are looked after by, construction committee, beautification committee and support staff with technical and non-technical personnel. Overall maintenance of the campus and infrastructural facilities is entrusted with the Supervisory Assistant. Budget committee earmarks a specific amount for infrastructure maintenance each year before the commencement of academic session. Construction committee is entrusted with monitoring and</p>

recommendation of construction work to be taken up. Major construction work is initiated after approval from the Governing body of the institution for augmenting existing infrastructure. Support staff like laboratory assistant, electrician, cleaner, gardener, security staff looks after the general maintenance of infrastructural facilities on daily basis. Beautification committee of the college looks into the aesthetics of the campus and recommends the authority on cleanliness, gardening, tree plantation etc. The institution has a fishery that has been leased out for fund generation for three years. Safety and security of the institution is ensured by installation of C.C.T.V camera at strategic location. Gatekeeper at the main entrance keeps entry of all visitors and prevents entry of unauthorized persons. HoD of each department is responsible for departmental infrastructure as well as requirement that is immediately forwarded to the authority for necessary action. Institution has two gen. sets for ensuring uninterrupted power supply and its maintenance is the responsibility of the electrician. Two security guards keep vigil of the entire campus at night. There is provision for safe drinking water in the campus. Besides, there are Library committee and Hostel Committee with specific responsibility. Library Committee of the college strives to ensure an efficient Library service and Librarian is responsible for the maintenance of infrastructure yearly book purchase and journal subscription etc. The institution has appointed an instructor for maintenance of Indoor stadium and fitness Gym. A hygienic and spacious canteen caters to the need of students and staff. Computers in the institution is looked after by a firm called Neo-link assigned for the purpose. Airport Authority of India in the session installed a Terra-filter facility in the campus for providing safe drinking water. Moreover, there are three water coolers installed at three locations for the convenience teachers, students and staff.

http://www.lokdcollege.in/Procedures_and_Policies.php

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	0	0
Financial Support from Other Sources			
a) National	Post Matric scholarship and Ishan Uday	208	0
b) International	Nil	0	0
View File			

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

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

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

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

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	0	0		0	0
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	3	BA Education	Education	Kaliabor College	MA Education
2018	1	BSc General	BSc General	IDOL, Gauhati University	MSc Math
2018	3	BSc Botany	Botany	Tezpur University	MA English
2018	4	BA Bengali	Bengali	Gauhati University	MA Bengali
2018	3	BCom	BCom	Kaliabor College	MCom
2018	2	BA, General	BA, General	IDOL, Gauhati University	MA Bengali
2018	1	BA Assamese	Assamese	Darrang College	MA Assamese
2018	1	BA Assamese	Assamese	IDOL, Gauhati University	MA Assamese
2018	1	BA Assamese	Assamese	Gauhati University	MA Assamese
2018	3	BA Assamese	Assamese	Nowgong	MA Assamese

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
1600m Race (Girls)	Institution	12
1600m Race (Boys)	Institution	12
800m Race (Girls)	Institution	14
800m Race (Boys)	Institution	12
400m Race (Girls)	Institution	14
400m Race (Boys)	Institution	14
200m Race (Girls)	Institution	12
200m Race (Boys)	Institution	12
100m Race (Girls)	Institution	14
100m Race (Boys)	Institution	12
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Bronze	National	1	0	16A012	Shahil Choudhury
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students' Union, the elected representative of the entire student community of the institution plays an active part in the overall functioning of the college. Students' Union members are elected through a process of secret ballot supervised by the returning officer assisted by a team of teachers. Each year election committee is constituted by the principal for smooth conduction of the process. Eligibility criteria for contesting election and other regulations are contained in the written constitution of LOKD College that came into force in 1982. Lyngdoh commission recommendations are also strictly adhered to for the election of student representative. Elected representative of the student union in this session took the oath of office on a stipulated day in the presence of Principal, Vice Principal and teacher-in-charge appointed against each portfolio. The union comprising 13 members carry out the assigned responsibilities for each portfolio. Students' Union establishes the connection between the student community and the authority and all student related matters are conveyed in improper forum. Union members are accommodated in

administrative bodies like IQAC and disciplinary committee to ensure their participation. Throughout the year, student union organizes a number of events, observes various national and international days. Moreover, Students' Union conducts a number of sporting and cultural events and provides proper forum for showcasing the talents of the students. Most of the competitions are organized in the annual college week, which is also the selection platform. Students' Union members also take the initiative for sending participants for various competitions conducted at zonal and university level. Right from academic to administrative Students' Union members have their say and place it in proper forum whenever required. In the college premises, union members undertake activities like Swachh Bharat campaign, awareness program etc. As part of social responsibility students' Union carry out activities like rally, procession, provision of relief material in time of natural calamities. Students' Union contribution also includes student support facility. Student representative body of the institution constitute an integral part of the institution for ensuring better academic environment and administration.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

130

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

00

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Academic Committee comprising of 12 senior teaching faculties is entrusted with monitoring and ensuring the completion of the syllabus, internal evaluation process and other academic activities within stipulated time as per the academic calendar. HODs maintain a Logbook to keep records of the classes taken and make alternative arrangement for teachers on leave and vacancy. If leave is for longer duration part time teachers are appointed by the authority. Curriculum related seminars, workshops, guest lectures, field trips are regularly organized at the departmental and institutional level. Members of the teaching faculty strive to keep themselves abreast of the latest trends in various field of knowledge. The entire administrative system is headed by the governing body formed as per the guideline of the government of Assam, GB comprises of representatives from stake holders and Principal acts as the Secretary. Governing body being statutory needs to ensure smooth function of academic and administrative part and total responsibility lies with it. Principal does the overall monitoring of general administration, development of resource management and all issues related to institutional growth and management. The IQAC is instrumental in identifying area and tasks to be immediately taken up concerning progress of students. These issues are placed before the Governing body for discussion and approval. For ensuring a better academic environment and efficient administration, IQAC monitors and evaluates

plans and policies of the institution. Principal convenes a staff meeting at the beginning of the academic session and various issues come up for discussion. Responsibilities are entrusted to teachers in various committees and cells for instance IQAC, Admission Committee, Disciplinary Committee, Construction Committee etc. Principal also convenes meetings with HODs for ensuring proper conduct of classes and other academic matters. Matters related to general administration are discussed in meetings with non-teaching staff with a view to make administration hassle free for everyone. College Alumni association is also engaged with the institution. Student representative body namely LOKD College students' Union is elected through a democratic process under the strict supervision of the election committee comprising of teachers. It is a thirteen member body with portfolios like GS, AGS and teacher in charge is attached against each portfolio. Members of the union provide the proper forum for highlighting student's grievances, disciplines and any other matter concerning students. Members of the students' Union get an opportunity of learning experience in leadership roles in their tenure.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Affiliated colleges have a very limited scope for curriculum design and development since it is the domain of the affiliating university. The College plans and executes curriculum delivery in a time bound manner. Just before the commencement of the new academic session, Principal convenes a meeting of the HODs as well as Academic Committee to chalk out the plan for curriculum. Discussion in the meeting veers round effective implementation of the curriculum. Members of the teaching faculty attend OP, .C, STC etc organized by various HRDCs. As members of the CCS, teachers can put forward their views regarding curriculum.
Teaching and Learning	Each department chalks out its own plan of action in the departmental meeting held on a regular basis. Before the starting of the academic session, HOD from each department convenes meeting for implementing curriculum delivery. As per the routine provided by the committee classes are allotted. Internal assessment, sessional examination and other activities of each department are planned in this meeting as per schedule fixed by Academic Committee. The Committee along with Principal decides on the modalities of the evaluation process. Teachers work towards building a

suitable learning environment which provides proper direction to students.

Examination and Evaluation

College prospectus incorporates tentative dates for internal assessment and evaluation to ensure that students and guardians are aware of this process. Academic calendar committee prepares the calendar that ensures timely assessment and evaluation. Sessional examination, seminars, workshops are conducted by each department as part of internal evaluation process. Another segment of this process is field trip and report writing. Marks obtained in internal evaluation are recorded by each department and forwarded subsequently to the affiliating university. Utmost care is taken in providing students all examination related informations.

Research and Development

Members of the teaching faculties are encouraged to take up research activities . A few of the faculty members completed MRP in various academic discipline. One of our faculties recently completed MRP on foldscope. At individual level, some of the faculty members are engaged in research work. A good no. of the teaching faculty obtained Ph. D and M.Phil degrees. Students are also provided preliminary methodological framework in their project work. 4th and 6th semester students need to go through the process of project paper writing that has been an enriching learning experience for them as they get acquainted with research methodology.

Library, ICT and Physical Infrastructure / Instrumentation

College has a spacious well-furnished library with a very good collection of books. There are separate reading sections for boys, girls and teachers. There is a reference section and textbooks are well arranged in stacks. Newspapers, journals and periodicals are kept in demarcated space for use. There is a lending section for issuing books in a student friendly manner. LOKD College has the membership of National Library and Information Services infrastructure (NLIST) and teachers access journals and books for upgrading their knowledge.

Human Resource Management

A decentralized system of administration is carried out in the

institution comprising of the teaching and non-teaching staff. Vacant posts are filled up following proper government procedure. Punching machine has been installed to ensure biometric attendance of all staff along with attendance register. Internet connectivity and computerization has facilitated smooth functioning of the administration. Part time teachers are appointed on contractual basis to meet up the shortage of teachers in some departments.

Industry Interaction / Collaboration

Lokanayak Omeo Kumar Das has created a number of linkages for academic collaboration and resource sharing. The institution signed an MOU (5th April 2017) with IIE Guwahati to collaborate with each other for undertaking joint initiatives aimed at promotion of entrepreneurship and development of the region. In addition to this, the institution has initiated a collaborative effort with neighbouring institutions namely Rangapara College, Mazbat College and Kalaguru Bishnu Rabha Degree College.

Admission of Students

Principal constitutes an admission committee comprising of teaching and non-teaching staff to carry out the entire admission process. The Committee prepares merit list of students and enrollment is done strictly on the basis of merit after a careful scrutiny of forms. While preparing the merit list, government guidelines are strictly adhered to accommodate SC, ST, and OBC along with sports and other quotas. Admission into the Girls Hostel is conducted on first come first serve basis. Hostel committee members pay time-to-time visit and put forward recommendations for proper functioning.

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

E-governance area	Details
No Data Entered/Not Applicable !!!	

6.3 – Faculty Empowerment Strategies

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

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

No file uploaded.

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
STC	2	30/10/2018	05/11/2018	7
RC	1	06/08/2018	26/08/2018	21
RC	2	24/09/2018	14/10/2018	21
RC	1	03/09/2018	23/09/2018	21
RC	1	09/07/2018	29/07/2018	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Nil	Nil	Nil

6.4 – Financial Management and Resource Mobilization

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

Internal Financial Audit:- The institution has an accounts branch that deals with all financial transactions. Employees' salary, budgeting etc. come under the domain of accounts branch. Financial aids from agencies like UGC, DBT and state government are also monitored and managed by the accounts branch. Each year the institution conducts internal audit by an assigned chartered accountant. Internal auditor examines all account head, expenditure etc. Internal auditor examines all accounts heads like development, UGC, Student union, scholarship, science account, NSS, general account etc. and submits internal audit report. **External Audit:-** As far as external audit is concerned, it is carried out by government auditor. Government auditor examines all account related to government that come under its purview and submit its report. Principal takes the initiative for applying for Government funded scheme and time to time submission of utilization certificate. Finally, government auditors submit audit report after examining the audited statement

of account done in internal audit.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	NA
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6.4.3 – Total corpus fund generated

2794184

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Gauhati University	No	
Administrative	Yes	Gauhati University	No	

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

1. Three guardian members are incorporated in the Governing Body of the College as per DHE guideline. 2. Two members are nominated to the Governing Body of the institution by the Teachers association. 3. Parents/Guardians provide valuable suggestion in the form of feedback to be followed up by the college authority.

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

Nil

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

1. opening of multi gym 2. Fishery Renovation 3. Botanical garden

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	
c)ISO certification	
d)NBA or any other quality audit	

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the	Period from	Period To	Number of Participants
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programme				
			Female	Male
Awareness Meeting on Sexual Harassment	12/09/2018	12/09/2018	67	47

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

Percentage of power requirement of the University met by the renewable energy sources
The Institution uses LED bulbs for energy conservation measures.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Ramp/Rails	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	13/08/2018	1	Quiz and Extempore Speech Competition	awareness on Freedom movement	22
2018	1	1	08/12/2018	1	publication work on the Locality	to compile a book on history of Dhekia juli	86
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Professional Ethics	01/01/2018	An Institution established in a multiethnic multi cultural area on the North bank of Brahmaputra LOKD College is committed towards meaningful contribution in the academic and societal sphere of the area. To ensure a healthy academic environment and to promote an ambience of

universal respect, human values and inclusiveness we strive to follow certain principles in our institution. 1.

Impartiality in all matters pertaining to class, examination and all other student related activities. 2. Diverse representation of all communities in the corporate life of the college. 3. An academic calendar prescribed by university and modified by our institution is adhered to and letter in spirit. 4. Punctuality, accessibility maintained by members of the staff.

5. We believe in the principle that we are here for academic excellence as well as for instilling universal values in our students.

6. We believe in the immense potentiality of our students and accordingly our efforts are directed towards realizing that

potentiality. 7. Teaching and non-teaching together we work as family members. 8. We work with utmost dedication and sincerity. 9. We do not divulge our internal matters to any outsider.

10. We don't interact with media in our individual capacity on matters relating to the institution. 11.

Confidential matters like examination are accorded highest level of confidentiality. 12. We refrain from unhealthy practices like nepotism.

13. We don't encourage communal feelings and acts in our institutions.

14. Respect for every individual and every faith is a principle we

adhere to. 15. Gender sensitivity is always taken into account and respect for all individuals irrespective of gender constitutes one of our ethical principles. 16. Disputes are resolved amicably among ourselves. 17. We do not encourage racism in our institution.

Prospectus	01/06/2018	LOKD college prospectus, published on yearly basis incorporates all vital information of the institution for all stakeholders. It provides a glimpse of the history of the institution, academic and physical facilities available, support facilities, avenues of extra curriculum activities, staff, hostels etc. Moreover academic calendar, rules and regulations for students, fees structure and other guidelines help student acquaint with the institution.
Sangbidhan	01/01/2018	Constitution of L.O.K.D college student union published in the year 1982 contains guideline for conducting student union election, composition of the representative body, responsibilities of each portfolio, Teacher in charge and functioning of the body to ensure the participation of student in the management of the Institution.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Rendezvous	09/03/2019	09/03/2019	102
National Voters Day	25/01/2019	25/01/2019	36
Teachers Day	05/09/2018	05/09/2018	32

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

? Use of LED bulbs in the campus. ? Ensure polythene free zone by encouraging everyone to minimize the use of polythene. ? Rain water harvesting. ? Restricted vehicle entry for maintaining a green campus. ? Yearly tree plantation program on the occasion of "World Environment Day" and "Earth Day" and other occasions on a regular basis. ? Compost pit for dry leaves in the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 Title of the Practice: Reaching out to the people: An interface with rural people. Objective of the practice: The objective of the practice is to reach out to the people to establish a permanent linkage with the rural people creating visible positive impact through various activities ranging from awareness program to engaging villagers in such activities to develop entrepreneurship. The stated objective of the practice called reaching out to the people is to establish a permanent linkage with the rural people in interior places and provide the opportunity of experiential learning to students working with rural people. The Context: Lokanayak Omeo Kumar Das College is the premier institution of higher education in the greater Dhekiajuli area. Established with the noble objective of making higher education accessible to aspirants in a vast domain of multi-ethnic community. The college progresses with the noble objective of making higher education accessible to aspirants in a vast domain of multi ethnic community. People of this area have great expectations from this institution, which came into existence by the persistent endeavors of a group of people. Within its larger objective of making education socially relevant, Lokanayak Omeo Kumar Das College envisaged a plan of village adoption. Villages situated in the interior of greater Dhekiajuli are mostly inhabited by tribal (Bodo) and other ethnic community. Considering this fact the village requires a lot of initiatives in the socio-economic share for creating a positive visible impact on the part of the institution. The practice: In the village adoption initiative of the institution Khagarijan has been selected considering its interior location. Bodo tribe mostly inhabits the village which is situated at a distance of about 14 kilometers from LOKD College in Thelamara revenue circle. The villagers are very hard working and their economy is agro based. Considering this fact a lot of initiative is required for the socio-economic development of the village. In this regard, the college consulted the village development committee and a formal linkage has been established to take up a slew of activities. Evidence of Success: After a fact finding visit by two of the faculty members to the Khagarijan Lower Primary School awareness cum demonstration program was organized on Vermi Compost. Objective of this program was to make the villagers aware of the benefits of Vermi-Compost. NCC cadets conducted a preliminary survey to ascertain the family status and occupation of the villagers. All these initiatives were followed by action. Intimation has also been given to village people for entrepreneurship development through Assam Start-up linkage. Problems Encountered: Not withstanding the fund crunch, the co-operation of the villagers eased out the problem to some extent. College authority is not in a position to frequently support such activities involving fund. Even then, the preliminary steps generated a good response as evidenced in the form of appreciation letter. People of this area have great expectations from this institution and we are starving to fulfill this expectation. Time constraint is another problem that we are facing the college is encouraging involvement of more students with proper guidance by teachers on a rotational basis.

Best Practice 2 Title of Practice: - Helpage: a humane endeavour. Objective:- The objective of the practice is to extend financial help to any one from the college family in distress. This practice of offering financial help was

intended to create a bonding among the staff, teaching and non-teaching. It is an endeavour to create a healthy working environment through family like bonding. The Context: - Lokanayak Omeo Kumar Das College being the only institution of higher education in greater Dhekiajuli generates great expectation from the people. Established with a vision of making education accessible to all aspirants in an area mostly inhabited by various ethnic communities has already created visible positive impact in greater Dhekiajuli area. One of the primary concerns of the institution is to build a family like ambience among the staff. The idea of having a helpage fund originated long back in 2015 with a group of teachers from LOKD College who made voluntary contributions for creating a fund for the purpose. LOKD College teachers unit, as the representative of the teachers has been following a noble tradition of offering financial assistance to teacher or any other employee. Till today family members of a number of teachers and other employees and a number of other employees received financial assistance at the time of accident, disease and in other such situation. The fund generated in 2015 is being enhanced from time-to-time contribution from teacher members. This fund would also be utilized to provide succour to students. One of the faculty members is in charge of this fund. Evidence of Success: The noble endeavour of the institution to have an inbuilt system of internal support has been successful. The entire system is based on wishes of the teachers to do something for a good cause. By and large, it has been a successful endeavour. Problem Encountered: In this process of having a support system, the institution has not faced any serious problem. Only a minor issue has been faced i.e., to go for the collection drive.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://www.lokdcollege.in/Best_Practices_and_Institutional_Distinctiveness.php

7.3 – Institutional Distinctiveness

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

Lokanayak Omeo Kumar Das College, the premier institution of higher education established in a multiethnic domain and catering to the need of higher education in a vast geographical area has been making significant contribution in the academic and social sphere of greater Dhekiajuli. This institution was established with an unwavering endeavour of a group of educational enthusiasts and supported by cross section of people to provide quality higher education to the aspirants. It has been enshrined in the vision of the institute to make higher education accessible to students coming from tea community, Bodos, minorities, Nepalis and other backward castes. For the large no of students from tea community LOKD College provides the proper learning platform and some of the surrounding tea gardens provided support in infrastructural facilities. Most of them were first generation learners and these students influenced the changing socio-economic pattern of the community. Since its inception, the institution has been imparting education to first generation learners and creating visible positive impact in their socio-economic status. Throughout its journey, a suitable academic environment for physical and mental development has been created in a rural set up, for this institution has created links with various agencies like AAI and defence services. Now it has grown into an institution with three faculties of Science, Arts and Commerce. Academic and other support facilities augmented over the years provided the students with ample opportunities to excel in sports, cultural activities and achievements of some of the students made the institution proud. In sports, some of our students have earned laurels in national and international level. NCC, a platform offered in this institution for both boys and girls helped creating

employment avenues for a large no of students, who are now employed in defence, paramilitary and other services. The emphasis on NCC in this institution apart from creating employment avenues was to inculcate values and sense of responsibility towards society. Moreover, growth of the institution reflected in the increasing number of student enrollment has been consistent with the long-term vision of the institution and a visible impact is seen in greater Dhekiajuli area.

Provide the weblink of the institution

http://www.lokdcollege.in/Best_Practices_and_Institutional_Distinctiveness.php

8.Future Plans of Actions for Next Academic Year

? To organize a workshop on Bodo folk dance with support from Sangit Natak Academy. ? To motivate students through sports, culture and extension activities. ? To organize national/ state/ institutional level workshop/seminars. ? To make the mentor-mentee system more effective. ? To construct paved pathway in the campus. ? Renovation of the college playground. ? To initiate process for the provincialization of Commerce faculty. ? To engage all stakeholders in the Golden Jubilee celebration. ? MOU with Assam Start-up for entrepreneurship development. ? Expedite activities in the adopted village. ? To formalize parent-teacher associations in the next session. ? To augment the collection of books in the central Library. ? To install vending machine in the Girls wash room.