

## Criterion-I Curricular Aspects

L.T.K. College, Azad, North Lakhimpur



2020-2021

## Criterion-I Curricular Aspects

### 1.1.1 - The Institution ensures effective curriculum delivery through a wellplanned and documented process

### Contents: -

- 1. Academic Calendar 2020-2021
- 2. Log Book
- 3. Teachers\* Diary
- 4. Routine and Order of the Authority for conducting Online Classes
- Proof of Online Classes



IQAC Coordinato. LTK College, Azad, N.L.

### ACADEMIC CALENDER

LAKHIMPUR TELAHI KAMALABARIA COLLEGE, AZAD, NORTH LAKHIMPUR From July, 2020 to June, 2021

| Months/Date  | Class<br>Days/Working<br>Days/Holidays | Academic & Other Activities  |  |  |  |  |
|--|--|--|--|--|--|--|
|  | 1,100                                  | July, 2020   |  |  |  |  |
| 5,12,19,26   | Sunday                                 |  |  |  |  |  |
| 1, 2, 3, 4, 6, 7, 8,<br>9, 10, 11, 13, 14,<br>15, 16, 17, 18, 20,<br>21, 22, 23, 24, 25,<br>27, 28, 29, 30, 31 | Working days/<br>Class days            | Mid Semester vacation only for teaching staffs     (1st July to 31st July)   |  |  |  |  |
|  |  | August, 2020   |  |  |  |  |
| 2, 9, 16, 23, 30   | Sunday                                 | 1. Re-commencement of BA/B.Sc 1st , 3rd & 5th  |  |  |  |  |
| 1, 15, 20  | Holidays                               | semesters, H.S. 1st year & 2nd year classes(From<br>1st August)  |  |  |  |  |
| 3, 4, 5, 6, 7, 8, 10,<br>11, 12, 13, 14, 17,<br>18, 19, 21, 22, 24,<br>25, 26, 27, 28, 29,<br>31               | Working days/<br>Class days            | form of the BA/ B.Sc. 1st Semester by the students(5th August)  3. Observation of Independence Day (15th August)  4. Observation of College Foundation Day (22nd August)  5. 1st sessional examination(3rd week of August)  6. Unit Test of H.S. classes (3rd week of August)  7. Research orientation programme for Assistan professors by Research Council. (3rd week of August) |  |  |  |  |
| The second second  | 美名的 经营业                                | September, 2020  |  |  |  |  |
| 6, 13, 20, 27  | Sunday                                 | <ol> <li>Observation of Tithi of Shri Shri Sankardeva (1st<br/>September)</li> </ol>   |  |  |  |  |
| 7, 9, 26<br>1, 2, 3, 4, 5, 8, 10,<br>11, 12, 14, 15, 16,<br>17, 28, 19, 21, 22,<br>23, 24, 25, 28, 29,<br>30   | Working days/<br>Class days            | <ol> <li>Internal Assessment through Seminar/Group</li> <li>Discussion etc.(15th–17th September)</li> <li>Submission of filled in examination forms for</li> <li>H.S. Final Examination, 2020</li> <li>Career Counseling programme for students by<br/>Career Counseling Cell.(3rd week of September)</li> <li>Departmental seminar presentation</li> </ol>                        |  |  |  |  |
| NESC.  | Metallia da                            | October, 2020  |  |  |  |  |
| 10.25  | Sunday                                 | Observation of Gandhi Jayanti (2nd October)  |  |  |  |  |
| 4, 11, 18, 25<br>2, 23, 24, 25, 26,<br>30  | Holidays                               |  |  |  |  |  |

| 1, 3, 5, 6, 7, 8, 9,<br>10, 12, 13, 14, 15,<br>16, 17, 19, 20, 21,<br>22, 27, 28, 29, 31                | Working days/<br>Class days | <ol> <li>Last date for Assignment submission by the students (if any) of the BA/B.Sc. Programmes (8th October)</li> <li>Departmental Seminar</li> <li>Last date of Form fill up of degree end semester examinations (10th October)</li> <li>Orientation programme for students by IQAC regarding Online submission of Feed-Back form. (2nd week of October)</li> <li>Online submission of filled Feed-Back form.(2nd week of October)</li> <li>2nd sessional examination (14th–17th October) Terminal Examination for H.S. classes (3rd week of October)</li> <li>Last date for notification of 2nd Sessional Examination Marks in the Departmental Notice Board (20th October)</li> <li>Last date for submission of Internal Assessment marks (22nd October)</li> <li>Completion of the Odd Semester Classes (25th October)</li> </ol> |
|---|-----------------------------|---|
| 7-6-6-1   | LEGISTIN.                   | November, 2020  |
| 1, 8, 15, 22, 29<br>14, 24, 30  | Sunday<br>Holidays          | End Semester Examinations (1st week of<br>November)     Computer training programme for Non-Teaching  |
| 2, 3, 4, 5, 6, 7, 9,<br>10, 11, 12, 13, 16,<br>17, 18, 19, 20, 21,<br>23, 25, 26, 27, 28                | Working days/<br>Class days | Staff by IQAC. (2nd week of November)  3. Evaluation of End Semester Answer scripts of the B.A. / B.Sc. / B.Com. Programmes   |
| THE RESERVE   |                             | December, 2020  |
| 6, 13, 20, 27<br>2, 25  | Sunday<br>Holidays          | End Semester Break for the teaching staff (1st to 31st December)     Evaluation of End Semester Answer scripts  |
| 1, 3, 4, 5, 7, 8, 9,<br>10, 11, 12, 14, 15,<br>16, 17, 18, 19, 21,<br>22, 23, 24, 26, 28,<br>29, 30, 31 | Working days/<br>Class days | <ol> <li>Departmental Educational Excursion, Educationa<br/>Tours, Field Study, etc. (if any)</li> </ol>  |
| 29. 30, 31  |                             |   |
| 29, 30, 31  | THE PROPERTY OF             | January, 2021  1. Commencement of Odd semester & H.S. 1st year  |

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| 1, 2, 4, 18, 19, 20,<br>21, 22, 23, 25, 27,<br>28, 29, 30  | Working days/<br>Class days  | Notification of Class Routine in the College     Republic Day (26th Jan.)     Completion of the First Sessional Examination of the 1st, 3rd and 5th Semester of the B.A./B.Sc. Programme     Freshman Social/Annual Sports/Student Body Election (As per Govt./DU notification.)     Departmental Seminar/National Seminar/Workshop/ Group     Discussion/Mentoritng/Extension ctivities/Community Development / Guardian Meet/Alumni Meet/ Field study  |
|--|--|--|
| 5 <sup>th</sup> to 16 <sup>th</sup><br>January, 2021   |  | Winter Recess for the teaching staff of the college  |
| Bandary, 2021  | Kall Bill III  | February, 2021   |
| 7, 14, 21, 28  | Sunday   | Internal Assessment of B.A./B.Sc. Programmes   |
| 16, 27   | Holiday  | through seminar/Group discussion (1st to 10th  |
| 10,127   |  | February)  |
| 1, 2, 3, 4, 5, 6, 8,<br>9, 10, 11, 12, 13,<br>15, 17, 18, 19, 20,<br>22, 23, 24, 25, 26            | Working days/<br>Class days  | <ol> <li>Swaraswati Puja (16th Feb.)</li> <li>Completion of the second Sessional Examination of the 1st, 3rd and 5th Semester of the B.A./B.Sc Programme</li> <li>Last date for Asignment Submission by the students of B.A./B.Sc. Programmes</li> <li>Last date of from fill up of the B.A./B.Sc. odd semester examination</li> <li>H.S. final Examination</li> <li>Freshman Socioal/Annual Sports/Student Body Election (As per Govt./DU notification.)</li> <li>Departmental Seminar/National Seminar/Workshop/ Group</li> <li>Discussion/Mentoritng/Extension ctivities/Community Development / Guardian Meet/Alumni Meet/ Field study</li> <li>March, 2021</li> </ol> |
|  | A STATE OF THE STA |  |
| 7, 14, 21, 28  | Sunday   | Last date of submission of Internal Assessment marks of the B.A./B.So. let 2-1. 151.8.   |
| 28   | Holiday  | marks of the B.A./B.Sc. 1st, 3rd and 5th Semeste<br>2. Odd semester Examinations   |
| 1, 2, 3, 4, 5, 6, 8,<br>9, 10, 11, 12, 13,<br>15, 16, 17, 18, 19,<br>20, 22, 23, 24, 25,<br>26, 27 | Working days/<br>Class days  | Answer script evaluation     Departmental Seminar/National Seminar/ Workshop/ Group Discussion/ Mentoriting/ Extension ctivities/ Community Development / Guardian Meet/Alumni Meet/ Field study   |
| September 1997   |  | April, 2021  |
| 10.05  | Sunday   | Commencement of Even Semester Classess (1st  |
| 4, 11, 18, 25  |  | April, 2021)   |
| 2, 13, 14, 15, 16,   | Holiday  | <ol><li>Notification of Class Routine in the College</li></ol>   |

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|  | Working days/<br>Class days | <ol> <li>Departmental Seminar/National<br/>Seminar/Workshop/Group Discussion/<br/>Mentoriting/ Extension Activities/Community<br/>Development/Guardian Meet/Alumni Meet/ Field<br/>study</li> </ol>   |
|--|-----------------------------|---|
| 10 <sup>th</sup> to 18 <sup>th</sup> April,<br>2021  |                             | Semester end vacation for the teaching staff of the college.  |
| No. of the last of | THE HERMAN STATE            | May, 2021   |
| 2, 9, 16, 23, 30   | Sunday                      | 1. Completion of the First Sessional Examination of   |
| Marie Control of the  |                             | the 2nd, 4th and 6th Semester of the B.A./B.Sc.   |
| 1, 14, 26  | Holiday                     | Programme   |
| 3, 4, 5, 6, 7, 8, 10,<br>11, 12, 13, 15, 17,<br>18, 19, 20, 21, 22,<br>24, 25, 27, 28, 29,<br>31   | Working days/<br>Class days | Addmission notice & issue of peospectus of Addmission process in the H.S. 1st Year and B.A./B.Sc. 1st Semester     Evaluation of answer scripts of odd semester examinations     Departmental Seminar/National Seminar/Workshop/ Group Discussion/ Mentoritng/Extension Activities / Community Development Guardian Meet/Alumni Meet/ Field study   |
| ALCOHOLD WILLIAM   | ALCO PARA                   | June, 2021  |
| 6, 13, 20,27   | Sunday                      | Addmission notice & issue of peospectus of  |
| 1, 2, 3, 4, 5, 7, 8,<br>9, 10, 11, 12, 14,<br>15, 16, 17, 18, 19,<br>21, 22, 23, 24, 25,<br>26, 28, 29, 30   | Working days/<br>Class days | Addmission process in the H.S. 1st Year and B.A./B.Sc. 1st Semester  2. Counseling for the students of the B.A./B.Sc. Programees and Mid Semester Feedback Assessment (any one day)  3. Completion of the second Sessional Examination of the 2nd, 4th and 6th Semester of the B.A./B.S. Programme  4. Last date for Asignment Submission by the students of B.A./B.Sc. Programmes  5. Last date of from fill up of the B.A./B.Sc. evern semester examination  6. Departmental Seminar/National Seminar/ Workshop/ Group Discussion/ Mentoriting/ Extension Activities / Community Development Guardian Meet/Alumni Meet/ Field study |
| SAME TO THE  | OH ONE                      | July, 2021  |
| 11 10 25   | Sunday                      | Completion of even semester classes   |
| 4, 11, 18, 25  | Holiday                     | <ol> <li>Last date of submission the Internal Assessment<br/>marks of B.A./B.Sc. 2md, 4th and 6th Semester</li> </ol>   |
| 21<br>1, 2, 3, 5, 6, 7, 8,<br>9, 10, 12, 13, 14,<br>15, 16, 17, 19, 20,<br>22, 23, 24, 26, 27,<br>28, 29, 30, 31   | Working days/<br>Class days | Even semester examination     Departmental Seminar/National Seminar/  |

Alameter ...

Principal

L. T. K. College, Azad

North lakhimpur

(To be submitted to DHE, Govt. of Assam)

## LOG BOOK FOR TEACHING STAFF



DEPARTMENT: Zoology.

FOR THE MONTH OF .. February/20.

IQA: Coordinator LTK C. Alege, Azad, N.L.

(The log book should be submitted to the Coordinator, IQAC at the end of each month)

#### Details of classes

| Department          | No. of              | Periods  |   |  |                                  |           |  |  |
|---------------------|---------------------|--|---|--|----------------------------------|-----------|--|--|
| Name of the Teacher | classes<br>allotted | ī  | 2   | 3  | 4                                | Activitie |  |  |
| D. Sporoi           | 03.                 | Class: 4th sem(M) Time: 9.000 m. Topic taught: Mitochandsia    | Class: Core 4<br>Time: 10:00 a.m.<br>Topic taught:<br>Mitoe hondoi a  | Class: 6th SemCM<br>Time: 1.45p.M.<br>Topic taught:<br>cloning | Class:<br>Time:<br>Top'c taught: | Just      |  |  |
| X. Hagarika         | 03                  | Class: End. Core 3. Fime: 12. Am Topic taught: Changel         | Topic taught p. a fall  | Ž  | Class:<br>Time:<br>Topic faught: | 8m        |  |  |
| M. Ners             | .000                | Class: 2 10 Sem (4) Time: 91 10 Topic taught Theory or tufon   | Class: 6th lon (M) Time: 6100 Tonic taught: Workson cricks Doug model | Class: 2 w Sam (AECC<br>Time: 1: US<br>Topic taught:           | Class: Time: Topic trught:       | value     |  |  |
| Je. Morning         | 02                  | Class: 6th SeM(M) Time: 11'00 Topic wight Kharily granshofter. | Class: 4th sen (f) Time: 12:10 Topic taught: Drugs  addition.         | Class:<br>Time:<br>Topic taught:                               | Class: Time: Topic taught:       | Allerang  |  |  |

2. Dr.Mr.Mrs. K. Hagarika 3. Dr.Mr.Mrs. H. Ness

has taken/not taken all the classes allotted to him/her at the stipulated time."

has taken/not taken all the classes allotted to him/her at the stipulated time.

has taken/not taken all the classes allotted to him/her at the stipulated time.

Checked and found correct/incorrect

|                             |       | Total Cl | asses take | a |           |   |
|-----------------------------|-------|----------|------------|---|-----------|---|
| 1. 2 <sup>nd</sup> Semester | Major | (02)     | Core       | 0 | Practical | 5 |
| 2. 4 <sup>th</sup> Şemester | Major | 0        | Core       | 6 | Practical |   |
| 3. 6th Semester             | Major | 100      | Core       |   | Practical |   |

IQA: Coordinato: LTK Callege, Azad, N.L.

Principal L.T.K. College, Azad



# TEACHER'S Diary-2021



LTK College Azad, North Lakhimpur-787031, Dist : Lakhimpur, Assam

IQAC Coordinator LTK C. Riege, Azad, N.L.

mesday Engagement Class taken(With Topic) Class nor taken (With Reasons) Remarks HIS TARKS S H.S 2nd: Three dimension 1st Yr. Oleger, Par B.A./ B. Sc. 1st (M): Washer method 5th (M): Pascalis 1# Sem./2\*\* Sem 3<sup>rd</sup> Sem./4<sup>th</sup> Sem 5th SemJ6th Sem Identity. Any Others

| Classes         | Class taken(With Topic)           | Engagement |
|-----------------|-----------------------------------|------------|
| H.S (Arts/ Sc.) | Class not taken (With Reasons)    | Remarks    |
| 1st Yr.         |                                   |            |
| 2nd Yr,         |                                   |            |
| -               |                                   |            |
| B.A/B.Sc.       | ST CAN ES                         |            |
| "Sem./2" Sem    | St (M): Washer mel<br>Palblem sol | Hal        |
| Sem./45 Sem     | " trablem exh                     | 44         |
| Sem./sa Sem 5   | th (M): Vendezmond them them      |            |
| weitt           | them mond                         | 0101       |

| Classes   | Class taken(With Topic) Class not taken (With Reasons)                        | Remarks |
|---|---|---------|
| H.S (Arts/Sc.)<br>1st Yr.<br>2nd Yr.                                  | 218 157: Binomial   |         |
| B.A./ B. Sc.<br>1* Sem./2** Sem<br>3** Sem./4** Sem<br>5* Sem./6* Sem | 1st (GE): Euler's them<br>3rd (N): Symmetric<br>group.<br>5th (N): No student |         |

| January<br>2021  | Day 22 Frei  | Engagemer |
|--|--|-----------|
| Classes  | Class taken(With Topic)<br>Class not taken (With Reasons)                        | Remarks   |
| H.S (Arts/ Sc.)<br>1st Yr.<br>2nd Yr.  |  |           |
| B.A./ B. Sc.<br>1 <sup>st</sup> Sem./2 <sup>sq</sup> Sem<br>3 <sup>sq</sup> Sem./4 <sup>st</sup> Sem<br>5 <sup>th</sup> Sem./6 <sup>th</sup> Sem | 187 (GE): Tangent &<br>Normal.<br>3rd (M): No Student<br>5th (M): Ramsony netrol | Qp) 0     |

IQAC Coordinator LTK College, Azad, N.L.,

### Office of the Principal



## L.T.K. COLLEGE

P.O. Azad-787031, North Lakhimpur, Assam

www.ltkcollege.ac.in::email:ltkcollege@yahoo.in::Phone No: 03752-230119(0), 9954189103(M)



| Date:     |  |
|-----------|--|
| 27/4/2020 |  |

Hereby, I would like to inform all the HoDs that Covid-19 Pandemic situation in the state is not yet improved. Keeping the Covid-19 Pandemic situation in view, the Govt. of Assam has declared complete lockdown in the state. Till further notice and new SoP form the Govt. of Assam, all the colleges shall remain closed and classes should be undertaken on Online Mode as per the instruction.

Therefore, the Vice-Principal is asked to prepare a routine for **Online Classes** and HoDs are asked to arrange **Online Classes** as per the routine. Further, all the teachers have to submit proofs of each class he/she has taken in the WhatsApp Group of the College.

By Order

Principal L.T.K. College, Azad North Lakhimpur

Principal
L. T. K. College Azad
North lakhimpur

## Estd 1977

### Online Class Routine for B.A/B.Sc. 2020-2021

## L.T.K. College, Azad, North Lakhimpur

| ir Bays      | Class               | 9.30-10.15 | 10.15-11.00 | 11.00-11.45 | 11.45-12.00 | 12.00-12.45 | 12.45-1.30 | 1.30-2.15 | 2.15-30.00 | 3.00-3.45 |
|--------------|---------------------|------------|-------------|-------------|-------------|-------------|------------|-----------|------------|-----------|
|              | 2 <sup>nd</sup> Sem | C-I        |             | C-II        |             |             |            |           |            |           |
| MON          | 4th Sem             |            | C-V         |             | C-VI        | 100000000   | C-VII      |           |            |           |
| a nec mental | 6th Sem             |            |             | M-9         | F           | M-10        |            | M-11      |            | M-12      |
| TUE          | 2 <sup>nd</sup> Sem | C-I        |             | C-II        |             |             |            |           |            |           |
|              | 4th Sem             |            | C-V         |             | C-VI        |             | C-VII      |           |            |           |
|              | 6th Sem             |            |             | M-9         |             | M-10        |            | M-11      |            | M-12      |
| WED          | 2 <sup>nd</sup> Sem | C-I        |             | C-II        |             |             |            |           | 100        |           |
|              | 4 <sup>th</sup> Sem |            | C-V         |             | C-VI        |             | C-VII      |           |            |           |
|              | 6th Sem             |            |             | M-9         |             | M-10        |            | M-11      |            | M-12      |
|              | 2 <sup>nd</sup> Sem | C-I        |             | C-II        |             |             |            |           |            |           |
| THU          | 4th Sem             |            | C-V         |             | C-VI        |             | C-VII      |           |            |           |
| 18/00/2007   | 6th Sem             |            |             | M-9         |             | M-10        |            | M-11      |            | M-12      |
|              | 2 <sup>nd</sup> Sem | C-I        |             | C-II        |             |             |            |           |            |           |
| FRI          | 4th Sem             |            | C-V         |             | C-VI        |             | C-VII      |           |            |           |
|              | 6th Sem             |            |             | M-9         |             | M-10        |            | M-11      |            | M-12      |
|              | 2 <sup>nd</sup> Sem | C-I        |             | C-II        |             |             |            |           |            |           |
| SAT          | 4th Sem             |            | C-V         |             | C-VI        |             | C-VII      | 24.00     |            | 25.52     |
| SAT          | 6th Sem             |            |             | M-9         |             | M-10        |            | M-11      |            | M-12      |

Abbreviations: -

C- Core

M- Major

Principal L.T.K. College, Azad North Lakhimpur, Assam

L T. K. College, Azad North lakhimpur

## Online Classes during Lock down (2020-2021) (Screenshots of online Classes)













