Perspective Plan of L.T.K. College (From 2018 to 2022)

A blue-print of academic upliftment of the college

1. **Curricular aspect:**
   (a) Introduction of PG in Assamese.
   (b) Introduction of Skill Development and career-oriented courses like B.Voc., Community College, add-on courses, performing arts etc.
   (c) Implementation of CBCS and to bring about related reforms in the academic syllabi.
   (d) Exploration for introduction of new value-based courses like Yoga, Personality Development, skill development and Spoken English etc.
   (e) Initiative for students undertaking, field projects/internships.
   (f) Framing of an internal mechanism for quality graduate outcomes.
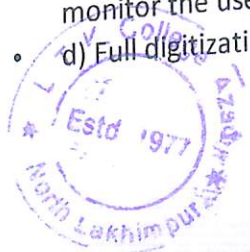
2. **Teaching-learning and evaluation:**
   (a) Mandatory use of ICT and other technology teaching apparatus in teaching for a paradigm shift from teachers centric to student centric study method.
   (b) Introduction of participatory, interactive, peer group discussion, tutorial methods of teaching.
   (c) Introduction of SWAYAM-MOOC courses and purchasing free discs for accessing SWAYAM prabha channels.
   (d) Continuous internal evaluation and online student satisfaction survey with regards to teaching-learning process.
   (e) Teaching-learning exchange programme.
   (f) Compulsory mentoring of micro student groups beyond classroom activities for overall personality development.
   (g) Student feedback, analysis and follow-up.

3. **Research, innovation and extension:**
   (a) Teachers will be encouraged to undertake research work in untrodden areas with external resources of fund like UGC/DST/DBT/ICSSR etc. and private agency.
   (b) Initiatives would be taken to materialise and sustain the moto 'Green L.T.K. College'.
   (c) Steps should be taken to publish research article in national and international journals and books and chapter in edited volumes.
   (d) One online journal from college.
   (e) The institution would carryout its social responsibility by carrying out extension activities involving students, teachers and stockholders. The college adopts five numbers of surrounding villages for social upliftment under the scheme of Unnot Bharat Abhigyan.
   (f) Publication of at least 10 value-based book from the publication cells.
   (g) The college would explore all possibilities for collaborations with Govt., NGOs, other educational and social institutions and also strive for establishing linkages with centres of higher education.

4. Infrastructure and learning resources:
   a) Construction of new science building , well equipped laboratory , language laboratory , computer laboratory, auditorium etc.
   - b) Provide for utilities, uninterrupted electricity/drinking water supply
   - c) Library space, Books, Journals & Periodicals, Open Access, Internet, Digital and e-library and monitor the use
   - d) Full digitization of libraries.

Principal
L. T. K. College. Azad
North laknimpur

- e) Digital Campus : Admissions, Academic calendar, attendance, assessment, result declaration, administration, pay roll, financial and such other processes to be computerised.
- f) Smart campus : Every campus shall plan for efficient and economical use of water, electricity and waste. Use of solar power and water recycling systems may be planned for, as they would bring sustainability and savings in the long run.
- g) Clean campus : Every campus shall participate in the Swachh Bharat Abhiyaan and achieve clean campus that has clean toilets, systems for solid/liquid waste management. There will be swwachhata rankings of all institutions and the best institutions would be rewarded.
h)National Digital Payment Mission : Every institution should move towards a complete digital payment system in their campus covering all transactions by the institution. The digital payment modes like BHIM App should be introduced to all students and commercial establishments on the campus, including the canteens.
- I) Unnat Bharat Abhiyaan : Every institution to adopt at least 5 villages and help in translating their knowledge for the use of the rural poor.
- J)Innovation drives : Students may be encouraged to think out-of-the-box and arrive at solutions that are innovative. For this competitions may be organised for all students covering various areas. Every institution should try to participate in the hackathons that are being organised by various agencies, apart from Govt.

- K) Full-fledged ICT/Digital connectivity, language/ business Labs , **Maintenance of Campus**,

- L) Development of the campus

- Online learning resources
- Multimedia and Virtual classrooms
- **Dynamic Institutional website**
- Ensure full utilization of infrastructure/Equipments & Maintenance
- **Housekeeping & Cleanliness**
- Adequate facilities for teaching-learning. viz., classrooms, laboratories, computing equipment classrooms and seminar halls with **ICT – enabled facilities** such as smart class etc
- Percentage of budget allocation
- Library is automated using Integrated Library Management System (ILMS), Collection of rare books, manuscripts, special reports
- institution have the following: e – journals, **e-Shodh Sindhu; Shodh ganga** membership; e-books; Databases
- adequate facilities for sports, games (indoor,
- outdoor, gymnasium, yoga centre etc
- **Annual expenditure for purchase of books** and journals
- e-content development such as Media centre, Recording
- Facility, Lecture Capturing System(LCS) IT facilities including Wi-Fi
- **Average expenditure incurred on maintenance**

5. **Student Support and Progression:**

- Students benefited by scholarships and
- **Freeships provided** by the Government
- institution Provides schemes besides government

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

- Guidance for competitive examinations; Career Counselling; Soft skill development; **Remedial coaching**; Language lab; Bridge courses; **Yoga and Meditation; Personal Counselling**
- Transparent mechanism for timely redressal of student grievances
- **Placement** of outgoing students, Qualifying in state/ national/ international level examinations during the last five years
- **Outstanding performance** in sports/ cultural activities at national/ International level
- **Student** Council & **Representation** of students on academic & administrative bodies
- sports and cultural activities / competitions organised at the institution
- **Alumni Association/Chapters** (registered and functional) contributes to the development
- **Alumni contribution** and meetings held
- Anti-ragging , Prevention of sexual harassment
- Career guidance and placement services
- Facilitating educational loans
-

6. **Governance, Leadership and Management:**

- Effective leadership in tune with the **vision and mission**
- Practices decentralization and participative management
- **Perspective/Strategic plan** and deployment documents
- Organizational structure of the university including governing body,
- Administrative setup, e-governance in areas of operation
- **Effectiveness** of various bodies/cells/committees is for teaching and non-teaching Staff
- **Financial support to attend conferences** / workshops
- Professional development / administrative training Programs
- Teachers attending professional development
- Programs, viz., Orientation Program, Refresher Course, Short Term Course, **Faculty Development Programs**
- Internal and external financial audits regularly
- **Institutional strategies** for mobilisation of funds
- Institution reviews its teaching learning process, structures &
- Methodologies of operations and **learning outcomes** at periodic intervals through IQAC
- Facilitating Academic Administrative Audit (AAA) and initiation of follow up action, Participation in NIRF
- Incremental improvements made during
- Agenda, Deliberations & Minutes, Action taken Report
- **Legal Matters:** Grievances Committee, Tribunal
- Reports in Media

7. **Institutional Values and Best Practices:**

- Gender equity promotion programs
- Safety and Security, Counselling, Common Room
- Power requirement of the university met by the **renewable energy**
- Lighting power requirements met through LED bulbs
- Waste Management steps including:
- Solid waste management, · Liquid waste, E-waste management
- Rain water harvesting structures and utilization
- Green Practices
- Students, staff using

Principal
L. T. K. College. Azad
North lakhimpur

     a) Bicycles b) Public Transport c) Pedestrian Friendly Roads d) Plastic free campus e) Paperless office f) Green landscaping with trees and plants

- Percentage expenditure on **green initiatives** and waste management
- Differently abled (Divyangjan) Friendliness
- Resources available in the institution
  1) Physical facilities ; 2) Provision for lift; 3) Ramp / Rails; 4) Braille Software/facilities; 5) Rest Rooms; 6) Scribes for examination; 7) Special skill development for differently abled students
- Engage with and contribute to local Community
- **Code of conduct handbook** exists for students, teachers, governing body,
- Administration including Vice Chancellor / Director / Principal /Officials and support staff
- Institution plans and organizes appropriate activities to increase
- Consciousness about **national identities**
- Activities conducted for promotion of **universal values**
- Institution maintains **complete transparency** in its financial, academic, administrative
- State at least two institutional best practices
- Describe/Explain the performance of the institution in **one area distinctive** to its vision, priority and thrust
- Evaluative Report of the Department *(only for Universities)*