
The Annual Quality Assurance Report (AQAR) of the IQAC

For the year 2014-15

Part – A

I. Details of the Institution

1.1 Name of the Institution

Lumding College

1.2 Address Line 1

College Road

Address Line 2

College Road

City/Town

Lumding

State

Assam

Pin Code

782447

Institution e-mail address

Lumdingcollege@yahoo.in

Contact Nos.

03674-263364,263375

Name of the Head of the Institution:

Dr. Mrinal Kanti Paul

Tel. No. with STD Code:

03674-263364,263375

Mobile:

847194427, 9435366335

Name of the IQAC Co-ordinator:

Mr. Biswatosh Roy

**Internal Quality Assurance Cell
Lumding College**

Lumding, Hojai, Assam. 782447

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Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCogn 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+		2004	5Years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

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Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Basic Computer Course

1.11 Name of the Affiliating University (for the Colleges)

Gauhati University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University No

University with Potential for Excellence No UGC-CPE No

DST Star Scheme No UGC-CE No

UGC-Special Assistance Programme No DST-FIST No

UGC-Innovative PG programmes No Any other (Specify) No

UGC-COP Programmes No

2. IQAC Composition and Activities

2.1 No. of Teachers	07
2.2 No. of Administrative/Technical staff	00
2.3 No. of students	00
2.4 No. of Management representatives	00
2.5 No. of Alumni	00
2.6 No. of any other stakeholder and community representatives	00
2.7 No. of Employers/ Industrialists	00
2.8 No. of other External Experts	00
2.9 Total No. of members	07
2.10 No. of IQAC meetings held	01

2.11 No. of meetings with various stakeholders:

No.	<input type="text"/>	Faculty	<input type="text"/>
Non-Teaching Staff	<input type="text"/>	Students	<input type="text"/>
Alumni	<input type="text"/>	Others	<input type="text"/>

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.	<input type="text"/>	International	<input type="text"/>	National	<input type="text"/>	State	<input type="text"/>	Institution Level	<input type="text"/>
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(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Encourage faculty members to take up funded projects.
- Made frequent interactions with various cells to keep alive the mobility.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<ul style="list-style-type: none"> Thrust upon organizing more extension programmes. To improve the erratic power supply and for maintaining steady supply of electricity, a generator of 35kv is to be installed on the campus. Holding of National seminars 	<ul style="list-style-type: none"> Done Installed Two National Seminars held

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Approved after discussion

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	18			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	18			
Interdisciplinary				
Innovative				

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1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	18
Trimester	00
Annual	00

1.3 Feedback from stakeholders* (On all aspects) Alumni Parents Employers Students

Mode of feedback : Online Manual Co-operating schools (for PEI)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Since the college is affiliated to Gauhati University, it follows the university syllabi. The syllabi is made, revised and updated by the University. Credit based Semester system is introduced for all UG programmes by the University

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
58	29	21	00	08

2.2 No. of permanent faculty with Ph.D.

14

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	02	00	00	00	00	00	00	00	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil

Nil

02

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	00	00	32
Presented papers	2	2	26
Resource Persons	00	00	00

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Educational excursions for students.
Popular talks and inter-disciplinary lecturers.

2.7 Total No. of actual teaching days during this academic year

183

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

All University examinations are conducted as per University guidelines by Examination Committee.
Evaluated answer scripts of sessional Examinations are shown to the students.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

01

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

82%

2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Pass	I %	II %	III %	Pass %
UG Arts	204	139				68.14%
UG Science	29	28				96.55%
UG Commerce	101	94				93.07%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

IQAC has taken the following initiatives for development of Teaching and Learning processes :
Faculty members are encouraged to use modern techniques of teaching.
Preparation of academic calendar
Regular counselling of students through Career Counselling Cell.
Wall magazine by many departments.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	09
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	03
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	02

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	17	04	00	04
Technical Staff	Nil	Nil	Nil	Nil

Criterion – III**3. Research, Consultancy and Extension****3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution**

The faculty members are encouraged to write seminar papers, research proposals and granted on duty leave for attending/ presenting papers in seminars/ workshops/ symposium .

An annual research journal “Shristi” is published by Women Cell of the ACTA unit of the college.

All undergraduate students under take field study on “Environmental Studies” to collect information on different environment related topics.

Students of final year UG are encouraged to undertake projects.

The faculty members are encouraged for research projects.

Some faculty members are involved in Minor Research Projects under UGC.

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3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02	02	00
Outlay in Rs. Lakhs		00	435000.00	435000.00

3.4 Details on research publications

	International	National	Others
Peer Review Journals		11	
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	00	00
Minor Projects	2 years	UGC, NERO	435000.00	435000.00
Interdisciplinary Projects	Nil	Nil	00	00
Industry sponsored	Nil	Nil	00	00
Projects sponsored by the University/ College	Nil	Nil	00	00
Students research projects <i>(other than compulsory by the University)</i>	Nil	Nil	00	00
Any other (Specify)	Nil	Nil	00	00
Total	2 years	UGC, NERO	435000.00	435000.00

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

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3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
00	00	00	00	00	00	00

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3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum

NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- A number of extension activities were organised through IQAC/ Women Cell/ Extension Cell/ NSS of the institution.
- Many teachers are involved in social services through some NGOs

Criterion – IV

4. Infrastructure and Learning Resources

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4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4.5 acres	Nil	Nil	4.5 acres
Class rooms	21	Nil	Nil	21
Laboratories	12	Nil	Nil	12
Seminar Halls	Nil	Nil	Nil	Nil
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	00	01 (Digital Generator)	Nil	00
Value of the equipment purchased during the year (Rs. in Lakhs)		0.85		
Others				

4.2 Computerization of administration and library

Some office works are executed using computers.
Many office staff can handle computer properly.
Central library is computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4152	2296336/-	00	8700/-	4158	2305036/-
Reference Books	16652		43		16695	
e-Books						
Journals	11	31650/-	00		11	31650/-
e-Journals						
Digital Database						
CD & Video						
Others (specify)	11	19176/-			11(N-6/M-5)	19176/-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	36	03	Yes	12	01	05	22	00
Added	00	00	00	00	00	00	00	00
Total	36	03	Yes	12	01	05	22	00

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Basic computer course is compulsory for students.
Advanced level computer training is provided to office staff for handling office management software.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.32
ii) Campus Infrastructure and facilities	1.08
iii) Equipments	0.85
iv) Others	3.1
Total :	5.35

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

It facilitates financial help to the economically backwards Students through the Students Aid Fund Committee.

Career Counselling Cell organizes career related programmes on regular basis.

Educational excursions /study tours are organized for students by many departments of the college.

5.2 Efforts made by the institution for tracking the progression

E-books, E-journal , previous year question papers are made available in the central Library.

The College is free from ragging in any form.

Financial support to the economically backward students are provided by the college.

General counselling sessions with experts from various fields are held time to time by Career Counselling Cell.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1400	00	00	00

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(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	600	42.86		800	57.14

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
872	140	86	118	00	1216	909	208	137	146	00	1400

Dropout % 00

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Career Counselling Cell of the college guides the students to select different career avenues.
- Mathematics competition / Mathematics and chemistry Olympiad /super thirty exam. are conducted every year in the college

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

International Women’s Day Celebrations

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	116	29000.00
Financial support from government	59	
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

The college envisages to strive towards making education a means for the reconstruction of society by training the students to foster the freedom of the mind, the humanity of the heart and the integrity of the individual so that they can realize the great ideals of economic justice, social equality and political freedom. Thereby Lumding College will be the preferred destination for all

Mission:

Lumding College aims at the attainment of academic excellence and professional competence by the young generation. Its mission is to pursue knowledge through academic, co-curricular and extra-curricular activities and to develop the learners' personality with a strong value base. This holistic development of individual leads to the promotion of national integration, harmony and secularism

6.2 Does the Institution has a management Information System

- The institution is planning to hire a fully fledged management information system.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- The college follows the curriculum prepared by the affiliating University (GU)
- Senior faculty members of some departments take part in respective syllabi framing.

6.3.2 Teaching and Learning

- Exposing students for outdoor learning through excursions, education trips, camps etc.
- Project works by final year major students are undertaken by many departments.
- Students can access online journals, books in central library through N-LIST.

6.3.3 Examination and Evaluation

- In every session new Examination Committees are constituted for conducting internal and University examinations periodically.
- Home assignments, seminar, presentation, practicals etc are monitored by the concerned departments
- Sessional examinations are conducted as per University directions, and the answer scripts are evaluated by the faculties as per the University norms.

6.3.4 Research and Development

- The institution motivates teachers to take up both Major and Minor Research projects.
- The IQAC encourages the faculty members to improve their API scores by participating and presenting papers in various seminars, workshops.
- The women cell of the college publishes annual research journal with ISSN number.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- There is a collection of around 21,000(Twenty one thousand) copies of text books, reference books and journals covering a wide range of subjects in the college.
- Besides, magazines and newspapers in three languages viz English, Bengali and Assamese are subscribed regularly.
- Instruments to various departments are provided as per their requirement.
- Library cards are issued to all the students

6.3.6 Human Resource Management

- Computer Literacy drive started for office staff .
- Students are encouraged to participate in NSS, social and cultural activities.
- Motivational talks were organized for both students and the staff.
- The teachers enrich themselves through Refresher courses/ Seminars/ Workshops etc.

6.3.7 Faculty and Staff recruitment

- All recruitments are done strictly as per the rules and regulations laid done by Government and UGC from time to time.
- The recruitment of temporary teaching staff is done in consultation with the Heads of department of the concerned subjects.
- The recruitment of temporary non-teaching staff is done by the Governing body of the college.

6.3.8 Industry Interaction / Collaboration

6.3.9 Admission of Students

- College publishes prospectus in every session so as to provide detailed information about various courses and facilities.
- All admissions are completed under the supervision of the admission committee.
- Hostel facilities are available for female students and admission into Hostel is done as per the merit basis.

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6.4 Welfare schemes for

Teaching	Collective financial assistance is provided to the needy at the time of distress.
Non teaching	Collective financial assistance is provided to the needy at the time of distress. Advance payments are made before Durga Puja which are recovered in instalments.
Students	Book bank scheme is for financially weak students which allows to borrow books for full academic session free of cost from Central Library Scholarship facilities for SC/ST/OBC/Merit from government agencies are made available. Besides, college provides financial help to the needy students. Canteen facility is available during office hours.

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Principal
Administrative	No		Yes	G.B

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- The affiliating University (Gauhati University) has introduced the credit based semester and Grading system and the College follows the same.
- As per the direction of Gauhati University, the college facilitates zonal evaluation work of semester examinations.
- As per direction of Gauhati University, the college manages micro zone effectively for semester examinations.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The University encourages the affiliated colleges to apply for autonomy.

6.11 Activities and support from the Alumni Association

The alumni meet regularly in the college to chalk out their plans and programmes and extend support whenever necessary. The college maintains a close relationship with the alumni. They are invited to various programmes organised by the college like Freshers' Social, College Foundation Day, etc.

6.12 Activities and support from the Parent – Teacher Association

- Three parent members are holding the position of representatives in the Governing Body of the College.

6.13 Development programmes for support staff

- Accommodation is provided to a Night Guard of the College on the college campus.
- Training on use of computer is provided to office staff .

6.14 Initiatives taken by the institution to make the campus eco-friendly

- The Campus Beautification Committee undertakes activities for maintenance of greenery of the campus of the college.
- Students are educated to utilise the installed dustbins, help in maintaining campus clean and not to utilize polythene etc

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Wall magazine are being published by many departments of the college to stimulate the creativeness of the students.
- A senior teacher has been assigned the responsibility for looking into RTI matters.
- Different committees are formed to look intensively into the developmental programmes of the college.
- The Women Cell of the college takes up awareness and sensitization programmes on gender issues

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Important Days and celebrations like Human Rights Day, Women's Day, Environment Day, Teachers' Day etc, were observed and guest speakers exhorted the students on the significance of the celebration of these days.
- Residential quarter of the night watchmen renovated.
- More teachers have been granted research projects funded by UGC . Three Minor Research Projects were undertaken with UGC assistance in the academic year.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

Special awards for the students to enhance their competitive spirit.

Students Publication : The college authority insist on a regular publication of college magazine to give scope to students for their creative work

7.4 Contribution to environmental awareness / protection

- The faculty members involved in the teaching of Environmental Studies take initiative to motivate the students in creating awareness among the students.
- Campus Beautification Committee/ Extension Committee undertake works/activities for maintenance of the greenery of the college campus by drawing support from the staff and the students.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths:-

The institution has a conducive working environment.
The institution has very active Women Cell.
There is the practice of innovative teaching.
The IQAC motivates the Research activities through the Research Cell.
Good Library facilities for the students.
Initiatives are taken for slow learners through Remedial Classes.
The campus is free from any type of ragging.

Weakness:-

Not a degree awarding body on being affiliated to Gauhati University.
In a few subjects, the enrolment of students is not adequate because of low demands.
Inadequate infrastructure facilities.

Opportunities:-

Improvement in infrastructure will usher in more opportunities.
ICT facilities will enable students to develop further.

Threats:-

Low admission in a few subjects.
Locational disadvantage

8. Plans of institution for next year

- Planning to hold Seminars, Workshop and Conferences.
- Improvement of infrastructure of various Departments of the college.

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Name :- Mr. Biswatosh Roy



Signature of the Coordinator, IQAC

Name :- Dr. Mrinal Kanti Paul

Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
