



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

**AQAR:-2016-17**

### The Annual Quality Assurance Report (AQAR) of the IQAC

For the year 2016-17

Part – A

#### I. Details of the Institution

1.1 Name of the Institution

Lumding College

1.2 Address Line 1

College Road, Lumding.

Address Line 2

College Road, Lumding.

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. Shio Kumar Jha

Mobile:

8876960608



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

**AQAR:-2016-17**

IQAC e-mail address:

iqaclc@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 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)

EC/34/087 Dated 04-11-2004

1.5 Website address:

www.lumdingcollege.org

Web-link of the AQAR:

www.lumdingcollege.org/IQAC/AQAR201617.pdf.

1.6 Accreditation Details

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

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

**30/06/2009 [Re constituted on 28-02-2016]**

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))

Not submitted earlier

1.9 Institutional Status

University

State  Central  Deemed  Private

Affiliated College

Yes  No

Constituent College

Yes  No

Autonomous college of UGC

Yes  No



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

**AQAR:-2016-17**

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



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

**AQAR:-2016-17**

### **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="09"/>	
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>	
2.3 No. of students	<input type="text" value="00"/>	
2.4 No. of Management representatives	<input type="text" value="01"/>	
2.5 No. of Alumni	<input type="text" value="02"/>	
2.6 No. of any other stakeholder and community representatives	<input type="text" value="00"/>	
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>	
2.8 No. of other External Experts	<input type="text" value="00"/>	
2.9 Total No. of members	<input type="text" value="15"/>	
2.10 No. of IQAC meetings held	<input type="text" value="04"/>	
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="06"/>
	Faculty	<input type="text" value="02"/>
Non-Teaching Staff	<input type="text" value="02"/>	Alumni
Students	<input type="text" value="02"/>	Others
		<input type="text"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="text"/>
	No	<input checked="" type="text" value="v"/>
If yes, mention the amount	<input type="text"/>	
2.13 Seminars and Conferences (only quality related)		
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC		
Total Nos.	<input type="text" value="4"/>	International
	<input type="text"/>	National
	<input type="text"/>	State
	<input type="text"/>	Institution Level
	<input type="text" value="4"/>	
(ii) Themes	<input type="text" value="Awareness Program on Financial Frauds, Program on Rastriya Ekta Diwas, Program on Earthquake and Fire Mock Drill."/>	



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

**AQAR:-2016-17**

### 2.14 Significant Activities and contributions made by IQAC

<p>Enrolment of faculty member in N-LIST of Infflibnet .          Enrolment of Students N-LIST of Infflibnet .</p> <p>Felicitation of best Science, Arts and Commerce graduates of the College .          Felicitation of best sports person of the college.</p> <p>Proposed plan / Introduction of more digital Classroom .</p> <p>Monitoring of in- house remedial classes .</p> <p>Interdisciplinary lectures and invited talks through IQAC.</p> <p>Encourage faculty member to take up funded projects.</p> <p>The proposed plan of constructing basket ball court .</p> <p>Made frequent interactions with various cells to keep alive the mobility. .</p> <p>Wi-Fi/ Internet connectivity in college campus.</p> <p>Yoga training camp .</p> <p>Anti drugs day observance .</p>
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### 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
Career counselling sessions for students	organised on regular basis
Initiation of awards for students	Presented to the best performers in Science/Arts/Commerce
Basic computer for all students.	Accomplished
The proposed plan of construction of 2 <sup>nd</sup> floor of Girls Hostel	Completed
The proposed plan of construction of Basket ball court	In process
Monitoring of remedial classes	Done
Collection of feedback from students	Done
Collection of feedback from alumni	Done



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

**AQAR:-2016-17**

Wi-Fi access in college campus	Done
Thrust upon organizing more extension programmes	Done
Thrust upon organizing departmental seminars/ invited talks on regular basis	Organised on regular basis
To provide infrastructural facilities to ensure a learner friendly teaching environment.	In process
Installation of a transformer.	In process
Opening of IDOL centre	Done
Holding of more in-house Seminars/ Workshops	Done
Holding of awareness programmes and symposia by IQAC.	Done
To Set up Literary club / Quiz club.	Done
To adopt two Schools.	Done
Holding of National seminars	Done
To set up language Laboratory for effective communication skills in the English language.	Planned for next year
Celebration of important days like environment day, etc.	Done

2.15 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



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

**AQAR:-2016-17**

### 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				
<b>Total</b>	18			
Interdisciplinary				
Innovative				

- 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\* Alumni  Parents  Employers  Students   
*(On all aspects)*

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.

IDOL, centre started from 2016-17  
The institution proposes to start Geology Major in 2017



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

**AQAR:-2016-17**

### Criterion – II

#### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	56	29	19	00	08

2.2 No. of permanent faculty with Ph.D.	17
---	----

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
	02	04	00	00	00	00	00	00	02	04

2.4 No. of Guest and Visiting faculty and Temporary faculty	00	00	05
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	00	00	01
Presented papers	00	00	02
Resource Persons	00	00	00

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

Regular departmental seminars.  
 Use of audio-visual aids for classroom teaching/ seminars,  
 Educational excursions for students.  
 Digital classroom for effective interaction.  
 Popular talks and inter-disciplinary lecturers.  
 Remedial classes for slow learners.

2.7 Total No. of actual teaching days during this academic year	183
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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.





# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

AQAR:-2016-17

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

02		
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2.10 Average percentage of attendance of students

82%
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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	273	193				70.70%
UG Science	68	52				76.47%
UG Commerce	82	64				78.05%

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 using ICT.

Evaluation of the Faculty members through feedback from students and corrective measures taken after the analysis of the feedback.

Encourage all departments to hold departmental seminars on regular basis.

Preparation of academic calendar

Regular counselling of students through Career Counselling Cell.

Monitors the progress of students and takes measures to uplift the progress of slow learners by remedial classes.

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	01
UGC – Faculty Improvement Programme	00
HRD programmes	00



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

AQAR:-2016-17

Orientation programmes	00
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	00
Others	03

### 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	00	00	00	00

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Research Committee of the College explores the feasibility of research.

The faculty members are encouraged to write seminar papers, research proposals and granted 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.

#### 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			
Outlay in Rs. Lakhs	435000.00			



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

**AQAR:-2016-17**

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals		06	
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				
Minor Projects	Nil	Nil	00	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	Nil	Nil	00	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   
 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

Level	International	National	State	University	College
Number					
Sponsoring agencies					



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

**AQAR:-2016-17**

organized by the Institution

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

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



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

AQAR:-2016-17

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="00"/>	College forum	<input type="text" value="09"/>
NCC	<input type="text"/>	NSS	<input type="text" value="03"/>
		Any other	<input type="text" value="00"/>

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.
- Distance education centre of IDOL is opened for those unable to enrol in regular courses.
- Many teachers are involved in social services through some NGOs

### Criterion – IV

#### 4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4.5 Acres	Nil	00	4.5 Acres
Class rooms	21	02		23
Laboratories	12	Nil		12
Seminar Halls	Nil	Nil		Nil
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Majority of office work is executed using computers.  
 Almost all the office staff can handle computer properly.  
 Central library is fully computerized.  
 The Central Library is using OPAC for the searching of books by users.  
 Online academic journals , books etc. can be accessed in central Library through N-LIST programme under 'Inflibnet' . More than 6000 e-Journals (with back volume of 10 years) and more than 97000 e-books in pdf format can be accessed.



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

**AQAR:-2016-17**

### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4158	2305036/-	57	98254/-	4215	2403290/-
Reference Books	16695		217		16912	
e-Books						
Journals	11		10		21	28000/-
e-Journals						
Digital Database						
CD & Video						
Others (specify)	11				11(N-6/M-5)	19492/-

### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	37	03	Yes	12	01	05	22	00
Added	15	00	00	00	00	04	05	00
Total	52	03	Yes	12	01	09	27	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 all students.  
 Advanced level computer training is provided to office staff for handling office management software.  
 Computer training programmes are organised by Computer Science Department for teachers.

### 4.6 Amount spent on maintenance in lakhs :

- i) ICT
  - ii) Campus Infrastructure and facilities
  - iii) Equipments
  - iv) Others
- Total :**



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

AQAR:-2016-17

### Criterion – V,

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC Coordinates activities of different cell in the College constituted to enhance the overall academic and co-curricular activities of the students.

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

The IQAC coordinates activity of the Remedial coaching for the slow learners .

The toppers of UG classes of all the three streams are given awards .

Career Counselling Cell organizes career related programmes on regular basis.

A 7 -day Yoga training camp was conducted for the students.

Women cell of the college organized self defence training camp for girl students.

Feedbacks on all components from students are collected and analysed .Measures are taken to fulfil the deficiency, if any

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.

Computers with internet access are available free of cost.

Examination results are analysed and measures are taken by the Remedial Coaching Committee.

The College is free from ragging in any form. Anti-ragging Cell of the college closely monitors the activity of the students.

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
1621			

#### (b) No. of students outside the state

05

#### (c) No. of international students

00



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

AQAR:-2016-17

Men	No	%	Women	No	%
	805	49.66		816	50.34

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
871	201	135	160	01	1368	860	439	197	122	03	1621

Demand ratio          Dropout %- 3.14%

### 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 guide the students to select different career avenues.
- Mathelatics competition / Mathematics and chemistry Olympiad /super thirty exams. 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

1. Workshop on Martial Art (Kongphu) for girls self protection.
2. International Women's Day celebrations





# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

**AQAR:-2016-17**

### 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	109	109000.00
Financial support from government	387	1136507.00
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 in the process of hiring a fully fledged management information system.
- The data of admission of students are kept in a data retrieval system.
- The college maintains all the information related to students and finance through a software designed for the purpose.

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 (Gauhati University)
- 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.
- Digital classrooms are utilised for interactive teaching learning process.
- 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.
- Seminar, presentation, practical's 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.
- Transparency is maintained in all spheres of evaluation process.



## Internal Quality Assurance Cell

### Lumding College

Lumding, Hojai, Assam. 782447

AQAR:-2016-17

#### 6.3.4 Research and Development

- The IQAC constituted a Research Committee towards developing research atmosphere in the college.
- 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 22,000(Twenty two thousand) copies of text books, reference books and journals covering a wide range of subjects in the college.
- Besides, magazines and newspapers in four languages viz English, Bengali, Assamese and Hindi are subscribed regularly.
- In the Reading Room attached to the library, reference books , journals, magazines and newspapers can be consulted.
- Open access is provided to all the major students and faculty members.
- Two extra books are issued to advanced learners (certified by HOD concerned)
- Digital class rooms (2 nos.) are constructed for better interaction.
- Instruments to various departments are provided as per their requirement.
- Digital Xerox facility is available in Central Library.
- Library cards are issued to all the students .
- Students can use computer to check the availability of books they need.
- Entire library is under CCTV scanner.
- N-LIST of INFLIBNET for accessing e-books and e-Journals on line, is provided

#### 6.3.6 Human Resource Management

- Computer Literacy drive started and majority of the office staff can operate a computer effectively.
- 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's 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



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

AQAR:-2016-17

### 6.3.9 Admission of Students

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

### 6.4 Welfare schemes for

<b>Teaching</b>	Collective financial assistance is provided to the needy at the time of distress. Medical facilities with a registered medical practitioner is available in the campus.
<b>Non teaching</b>	Collective financial assistance is provided to the needy at the time of distress. Medical facilities with a registered medical practitioner is available in the campus. Advance payment is made before Durga Puja which is recovered in instalments.
<b>Students</b>	Medical facilities with a registered medical practitioner is available on the campus. Book bank scheme is for financially weak students which allows to borrow books for full academic session free of cost from the Central Library. Scholarship facilities for SC/ST/OBC/Merit from government agencies are made available. Besides, college provides financial help to the needy students. Computer with internet access is provided free of cost in Central Library. 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



## Internal Quality Assurance Cell

### Lumding College

Lumding, Hojai, Assam. 782447

AQAR:-2016-17

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.

The Alumni Association has arranged a three days Book Fair in January, 2017 where many publication houses participated.

6.12 Activities and support from the Parent – Teacher Association

- Guardian meets are held by different departments where interaction takes place among parents/ guardians, teachers and students.
- Three parent members are holding the positions of representatives in the Governing Body of the College.
- One parent member is a part of IQAC 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 office automation software 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.
- Cleaning of the campus has been going on through Cleanliness Committee of the college.
- Students are educated to utilise the installed dustbins, help in maintaining campus clean and not to utilize polythene etc



# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

AQAR:-2016-17

### 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.
- Guest Lecturer / resource person are invited for motivational talks from time to time.
- 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.
- Construction of first floor of new RCC building started.
- Residential quarter of the night watchmen renovated.
- Work started on the new RCC Building (Ground floor) was completed.

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 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



## Internal Quality Assurance Cell

### Lumding College

Lumding, Hojai, Assam. 782447

AQAR:-2016-17

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 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.
- Planning to construct digital class room.
- Planning to construct Basketball Court.
- Planning to start collaboration with other colleges of the district for student exchange.
- Online fee payment.

Name :- Mr. Shio Kumar Jha

Name :- Dr. Mrinal Kanti Paul

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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# Internal Quality Assurance Cell

## Lumding College

Lumding, Hojai, Assam. 782447

AQAR:-2016-17

### 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

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