



Yearly Status Report - 2018-2019

Part A				
Data of the Institution				
1. Name of the Institution		LUMDING COLLEGE		
Name of the head of the Institution		Dr. Mrinal Kanti Paul		
Designation		Principal		
Does the Institution function from own campus		Yes		
Phone no/Alternate Phone no.		03674-263364		
Mobile no.		9435366335		
Registered Email		lumdingcollege@yahoo.in		
Alternate Email		iqaclumdingcollege@gmail.com		
Address		Lumding College, Kalibari Road, Po.- Lumding, -782447, Dt.-Hojai, Assam.		
City/Town		Lumding		
State/UT		Assam		
Pincode		782447		
2. Institutional Status				
Affiliated / Constituent		Affiliated		
Type of Institution		Co-education		
Location		Urban		
Financial Status		state		
Name of the IQAC co-ordinator/Director		Sri Shio Kumar Jha		
Phone no/Alternate Phone no.		03674263375		
Mobile no.		9435163370		
Registered Email		lumdingcollege@yahoo.in		
Alternate Email		iqaclumdingcollege@gmail.com		
3. Website Address				
Web-link of the AQAR: (Previous Academic Year)		https://www.lumdingcollege.org/IQAC/AQAR2017-18.pdf		
4. Whether Academic Calendar prepared during the year		Yes		
if yes, whether it is uploaded in the institutional website: Weblink :		https://www.lumdingcollege.org/ac/Acedemic%20Calender%202018_2019.pdf		
5. Accrediation Details				
Cycle	Grade	CGPA	Year of Accrediation	Validity

				Period From	Period To
2	B	2.37	2018	02-Nov-2018	01-Nov-2023

6. Date of Establishment of IQAC

30-Jun-2009

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular meeting of IQAC Cell	30-Jun-2018 1	8
Regular meeting of IQAC Cell	10-Aug-2018 1	8
Regular meeting of IQAC Cell	06-Oct-2018 1	8
Regular meeting of IQAC Cell	12-Nov-2018 1	8
Questionnaire for collecting Feedback from Students, Parents, Teachers and Alumni redesigned and collected	28-Dec-2018 36	550
Linguistic Harmony Day was organised in order to provide an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities	21-Nov-2018 1	135
Programme on Career & Placement Opportunities	06-Dec-2018 1	320
Questionnaire for Student Satisfaction survey developed and Conducted	02-Jan-2019 12	550

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Lumding College	NSS	Gauhati University	2019 365	44500
Lumding College	Free Admission	DHE, Govt. of Assam.	2019 365	2110444

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

4

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

Yes

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No																
12. Significant contributions made by IQAC during the current year(maximum five bullets)																	
Workshop on employment oriented course at North East Skill Centre, Guwahati.																	
Pursuing fund through RUSA support for developing physical and academic infrastructure.																	
Quality sustenance initiatives like Swachh Bharat, Aids awareness etc.																	
Made frequent interactions with various Committee to keep accelerate the mobility.																	
Workshop conducted on Digital India and its impact on Indian market in association with United World of Business, Kolkata/Ahmadabad.																	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year																	
<table><tr><th>Plan of Action</th><th>Achivements/Outcomes</th></tr><tr><td>Formulate questionnaire to conduct student satisfaction survey (SSS) on teaching -learning process</td><td>Successfully implemented</td></tr><tr><td>Redrafting questionnaire to collect feedback from Students, Teachers, Parents and Alumni</td><td>Successfully implemented</td></tr><tr><td>Thrust on academic activities like seminars, workshops and lectures.</td><td>Partially Fulfilled</td></tr><tr><td>To foreground extra/curricular, extension activities for inclusive development of students.</td><td>Partially Fulfilled</td></tr><tr><td>Remedial classes are arranged for the weaker students.</td><td>Successfully implemented</td></tr><tr><td>Thrust upon to organise departmental seminars/invited talks on regular basis</td><td>Partially Fulfilled</td></tr><tr><td>Observance of important national and international days</td><td>Successfully implemented</td></tr></table>		Plan of Action	Achivements/Outcomes	Formulate questionnaire to conduct student satisfaction survey (SSS) on teaching -learning process	Successfully implemented	Redrafting questionnaire to collect feedback from Students, Teachers, Parents and Alumni	Successfully implemented	Thrust on academic activities like seminars, workshops and lectures.	Partially Fulfilled	To foreground extra/curricular, extension activities for inclusive development of students.	Partially Fulfilled	Remedial classes are arranged for the weaker students.	Successfully implemented	Thrust upon to organise departmental seminars/invited talks on regular basis	Partially Fulfilled	Observance of important national and international days	Successfully implemented
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14. Whether AQAR was placed before statutory body ?	Yes																
<table><tr><th>Name of Statutory Body</th><th>Meeting Date</th></tr><tr><td>IQAC CORE COMMITTEE</td><td>10-May-2022</td></tr></table>		Name of Statutory Body	Meeting Date	IQAC CORE COMMITTEE	10-May-2022												
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IQAC CORE COMMITTEE	10-May-2022																
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No																
16. Whether institutional data submitted to AISHE:	Yes																
Year of Submission	2019																
Date of Submission	09-Feb-2019																
17. Does the Institution have Management Information System ?	Yes																
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	• The admission process has been run by a module designed by North East Web Solution, Kolkata. The online admission system was continued in the institution in this academic year too. • The library management information system is based upon the SOUL software, Version 2.0 through OPEC. It was introduced in the library in the year 2005 2006 • Salary and financial transactions are conducted through the FinAssam and PFMS portals. • Students' examination form fill up and registration under Gauhati University are done under GUIUMS, Gauhati University Portal. • All communications from and with Govt. of Assam are carried out through the DHE MIS Portal. • UGC and RUSA funds are cleared through PFMS Portal/ system. • Principal's																

	Official WhatsApp Group is formed to communicate/ notify among the Faculty and Office Staff
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Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

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

Being affiliated to Gauhati University, all the academic departments follow the curriculum strictly as prescribed by the University. The subjective aspects in the various departments are delivered through a planned mechanism with the aid of various tools and processes. A class routine is prepared before the beginning of every academic session by a Routine Committee, which is entrusted with the task of allocation of appropriate classrooms for various subjects. Every department is required to maintain a Lesson Plan and record of classes which has duly reflected in the well maintained Departmental Teachers’ Diary which is an authentic record of all the classes taken by the faculty members. The college has an Academic Committee to look after the academic curriculum of the institution. It conducts regular meeting to chalk out and monitor the academic atmosphere of the College as per the action plan prepared at the beginning of every year. Practical classes are being held as per allotted schedule in the class routine, but for final year students, practical classes of the major course subjects are held in the department outside the fixed schedules. Faculty members of each department meet at regular intervals to monitor implementation of curriculum delivery. The Sessional examinations are conducted as per academic calendar of the college by constituting a Sessional examination committee. There is also provision for remedial teaching for the slow learners. HoDs at regular intervals make assessments of syllabus completion status by the individual faculty members, as well as for planning for other academic activities like holding of student seminars, field works, class tests, allotment of assignments, etc. In subjects where field works/ institutional visits are mandatory and part of the syllabus, the heads of departments either allocates the field-in-charges for any upcoming field work or it comes as a voluntary agreement on the part of the teachers. For recording and monitoring of progression of courses, a system of maintenance of a Teachers’ Diary has been implemented where each teacher records their daily progression of courses. Classroom teaching is done using traditional as well as technology-based methods for effective curriculum delivery.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
NIL	NIL	Nil	Nil	Nil	Nil

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill

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

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

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 - Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	Nill

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	BA Bengali Major	22
BA	BA Hindi Major	11
BA	BA Education Major	10
BSc	B Sc Physics Major	9
BSc	BSc in Mathematics Major	8

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback was obtained from various stakeholders both students and guardian during the current assessment year through Standard Feedback Forms and were analysed through computerised Excel formats by the Feedback Collection and Analysis Committee (FCAC). Feedback Form is designed by IQAC with proper suggestion from Principal covering seven sections i.e. seven parameters like feedback on Principal, Teachers, Departmental infrastructure, Curriculum, College campus/ infrastructure, Office management, Library and College Hostels with at least three attribute in different sections. Responses of students are collected on nine-point scale ranging extremely good to extremely poor. As regards to the Students Feedback, it was executed in the offline mode. The data sheets generated, was handed over to an FCAC for data analyses and prepare the feedback report. The feedbacks received from the students were taken into consideration point by point and the responses found were analysed category wise. After the analysis of the sample feedback formats, an overall impression of the opinions of the students is assessed and accordingly an overall report is prepared on the basis of the findings. The final report of the study along with suitable suggestions is placed by the committee to the IQAC. The Parent-Teachers meeting regularly conducted by every department and which has served to elicit opinions from the guardians on various developmental aspects of the institution. The IQAC has requested the Principal on different occasions to redress various pertinent grievances raised during the stakeholder feedback process. The issues raised were discussed in the IQAC Core Committee meetings for seeking possible remedial measures through the appropriate authorities. Apart from the formal feedback system as envisaged and prescribed, the administration also takes heed of nonformal feedback from the various stakeholders blended with individual jurisprudence on the part of the Principal (as the administrative head) and the Governing Body for planning and executing various developmental works in the institution for its overall development. Informal interaction with the various stakeholders on different occasions has also led to the formation of ideas and opinions regarding developmental aspects of the institution.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BA Major in Assamese	12	12	5
BA	BA Major in Bengali	48	89	44
BA	BA Major in Hindi	30	25	17
BA	BA Major in English	24	55	25
BA	BA Major in Economics	24	46	15

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2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1563	0	57	0	0

2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
57	41	7	6	0	1

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

Since the beginning of the Academic Session 2016-2017, College has an effective students mentoring system which is integral part of the teaching-learning process of any higher education institution. Lumding College is continuing its students mentoring system through its own
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IQAC. The IQAC in each academic year prepare a list of teacher who are being entrusted for mentoring some specific students (mostly from their own department) as teacher guardians who monitor the students’ activities, attendance, and performance in semester examinations, and accordingly guide them for better performance in their academic life. The appointed Teacher guardians establish contact with the students of his/her team and brief them about the rule/ regulations and the course curriculum of the University and talks them through the procedures to get familiar with the system and gives them tips on the roadmap to success. The Teacher Guardian establishes a friendly rapport with the students and creates an environment where the students feel free to express their grievances/ inconveniences if there is any. Teacher guardian also holds frequent informal meetings with the students and helps them with books, study materials etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1563	57	1 : 27

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
52	49	3	0	19

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL

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2.5 - Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG (Major Pass)	6	21/05/2019	10/07/2019
BSc	UG (Major Pass)	6	21/05/2019	10/07/2019
BCom	UG (Major Pass)	6	21/05/2019	10/07/2019
BA	UG (Major Pass)	4	08/06/2019	03/09/2019
BSc	UG (Major Pass)	4	08/06/2019	03/09/2019
BCom	UG (Major Pass)	4	08/06/2019	03/09/2019
BA	UG (Major Pass)	2	20/05/2019	08/08/2019
BSc	UG (Major Pass)	2	20/05/2019	08/08/2019
BCom	UG (Major Pass)	2	20/05/2019	08/08/2019

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As the internal evaluation system for various courses and programmes is being done under the guidelines prescribed by the affiliating university. The institution has limited scope for reform on internal evaluation at the institutional level as the modality for the same (i.e. Internal/ Sessional Examination) has been devised by the affiliating university only. The 20 marks of Internal Assessment of BA/ B. Com/BSc course (for 100 Marks Paper) as per Regulation of Gauhati University. As part of sound educational strategy, the institution adopts centralized Continuous Internal Evaluation (CIE) System to assess all aspects of a student’s development on a continuous basis throughout the year. Apart from the sessional examinations, some departments also adopt certain internal evaluation procedures like student seminars, class tests, home assignments, etc. It is ensured that the sessional examinations (as envisaged by the university as part of the CIE), are carried on smoothly and in a hassle-free manner. A designated committee is appointed by the Principal, which is responsible for preparing a subject wise examination routine for the various academic departments. This is executed by Sessional Examination Committee. Students are made aware of the evaluation process by notification. Academic Calendar has tentative schedule for Internal Examinations (Sessional Exam). Internal Marks are displayed in the Departmental Notice Board and answer scripts are also shown to them for rectification. Those students who fail in Sessional examinations are given a chance to appear for the same examination again conducted by the concerned department. Term end/ Final examinations are conducted at the end of every semester for all the theory papers and practical papers by affiliating University. The students who have arrears are permitted to appear in their arrear papers along with regular semester examinations.

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

The Academic Calendar preparation committee constituted by IQAC prepared its Academic Calendar of Lumding College for the academic year 2018-19, keeping parity with undergraduate academic calendar notified by Gauhati University. The calendar contained important information like tentative schedule of admission into different courses offered by the College, commencement of classes, class days, observance dates, tentative examination schedules for both sessional/unit tests as well as final examinations conducted by the college, university and Assam Higher Secondary Education Council. Apart from this, tentative dates of student union election, college week, freshers social etc. are earmarked in the Academic Calendar. The Head of the Departments (HoDs) conducts departmental meetings, departmental seminar etc. by giving notices in advance. The HoDs of the concerned department allocates subjects to faculty. As part of the best academic practices, faculty prepare teaching/lesson plan, assignments and provide references/ text books .

2.6 - Student Performance and Learning Outcomes

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

<https://www.lumdingcollege.org/Lumding%20College%20PO%20couse%20out%20come.pdf>

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BA	BA (Pass)	186	101	54.3
UG	BA	BA (Major)	74	49	66.21
UG	BSc	BSc (Pass)	49	37	75.5
UG	BSc	BSc (Major)	73	56	76.7
UG	BCom	BCom (Pass)	41	26	63.44
UG	BCom	BCom (Major)	44	28	63.63

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2.7 - Student Satisfaction Survey

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

<https://www.lumdingcollege.org/IQAC/22.pdf>

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	Nil	NIL	Nil	Nil

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3.2 - Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
PhD Thesis	Dr. Mousumi Dutta	Assam University	31/12/2018	PhD
PhD Thesis	Dr. Mwblib Basumatary	Gauhati University	03/01/2019	PhD

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3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nil	Nil	Nil	Nil	Nil

No file uploaded.

3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	BENGALI	2	0
National	ECONOMICS	1	0
National	HINDI	1	0
National	GEOLOGY	2	0
National	ZOOLOGY	2	0
International	MATHEMATICS	1	0

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

Department	Number of Publication
Assamese	3
Statistics	1
History	2
Physics	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	Nill	Nill	Nill	Nill	Nill	Nill

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	Nill	Nill	Nill	Nill	Nill	Nill

No file uploaded.

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

Number of Faculty	International	National	State	Local
Presented papers	0	2	0	1

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3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Workshop for learning Yoga, Mudras and Acupressure technique	Value Education Committee, Lumding College	10	125
Martial Arts for Girls Students	Women Cell, ACTA Unit, Lumding College	15	120
Observance of Children’s Day at Rajib Gandhi Memorial ME School, Hatikuli No 1, Paschim Lumding	Women Cell, ACTA Unit, Lumding College	25	100
Awareness and Action to conserve the environment, on the occasion of Conservation Day	Extension Activities Cell, IQAC, Lumding College	25	120
Celebration of International Women’s Day at Rajib Gandhi Memorial School, Sastri Gaon, Lumding, distributing Water Filter for students, Exercise books, pencils and pencil boxes	Women Cell, ACTA Unit, Lumding College	40	135

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3.4.2 - Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	Nil	Nil	Nil

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3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat	NSS Unit	Cleanliness drive in the college	12	65
Swachh Bharat	ACTA Unit, Lumding College	Cleanliness drive in the college	25	25
Worlds Aids Day Awareness Programme	Extension Cell in association with RRC and NSS Lumding College.	Awareness Programme organised at local schools and Campus in the theme 'Know Yourself'.	10	125

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3.5 - Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	Nil	Nil	Nil

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	Nil	Nil	Nil	Nil	Nil

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	Nil	Nil

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
60	55.67

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

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4.2 - Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2.0	2005

4.2.2 - Library Services

Library Service Type	Existing	Newly Added	Total
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Text Books	4566	523500	0	0	4566	523500
Reference Books	17760	2093995	7	2025	17767	2096020
Journals	Nil	Nil	16	37025	16	37025
e-Journals	Nil	Nil	6000	5900	6000	5900
Others (specify)	Nil	Nil	11	10756	11	10756

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nil	Nil	Nil

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	52	3	10	12	1	9	27	0	1
Added	0	1	3	1	1	0	0	70	0
Total	52	4	13	13	2	9	27	70	1

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

70 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 - Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
9	8.81	2	2.07

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

The maintaining and planned utilization of physical, academic and support facilities in the College is essential for creating an environment that is appropriate and adequate for learning. The systems and procedures that are followed for this is detailed in the below provided link.
https://www.lumdingcollege.org/IQAC/6.pdf

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	Nil	Nil
Financial Support from Other Sources			
a) National	Fee Waiver Scheme for Economically Weaker Students, Govt. of Assam.	782	1450187
b) International	NIL	Nil	Nil

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Martial Arts for Girls' students	14/08/2018	35	Women Cell, ACTA Unit, Lumding College
Soft skills (Soft Skill in Business)	05/02/2019	25	Department of English, Lumding College.
Life skills yoga	02/08/2016	30	Value Education Committee, Lumding

			College
ICT/Computing skills	12/08/2013	65	Department of Computer Science
Language and Communication skills	17/08/2017	55	Department of English, Lumding College
Remedial Coaching	26/09/2013	260	All Departments
Career Counseling	18/07/2013	350	Information and Career Counseling, Lumding College.

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Seminar on Career Development Programme in association with Kaziranga University, Assam.	150	150	0	0
2018	Seminar on employment oriented course at North East Skill Center, Guwahati.	175	175	0	0

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

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

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	Nil	Nil	Nil

No file uploaded.

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	2	BA (Major-Bengali)	Bengali	Rabindranath Tagore University	MA
2018	2	BCom (Accountancy)	Faculty of Commerce	Sathyabama Institute of Science & Technology, Chennai	MBA
2018	1	BA (Major-English)	English	IGNOU	MA

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

Items	Number of students selected/ qualifying
Nil	0

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

Activity	Level	Number of Participants
Fresher's Social	Institutional Level	550
College Week	Institutional Level	800
Rabha Divas	Institutional Level	54
Radindra Jayanti	Institutional Level	75
Literary Competition	Institutional Level	45

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5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Achieved Gold Medal 1st National All Style Open Martial Art Championship 2018	National	1	Nill	UA-191-304-0183	Mr. Satyajit Dey
2018	Achieved Silver and Bronze Medal; 3rd Northeast All Style Open Martial Art Championship 2018	National	1	Nill	UA-191-304-0183	Mr. Satyajit Dey

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5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The mission of the students’ council of the college viz. Lumding College Students’ Union (LCSU) is to protect and promote the interests of the student community inside the college campus. Elected representative of the student union in this session took the oath of office on a stipulated day in the presence of Principal. The unions comprising 13 members carry out the assigned responsibilities for each portfolio. Students’ Union plays an important role in organizing College Week, Fresher’s Social and the Saraswati Puja in the college under the guidance of teachers-in-charge. Students union take active role in observing various national and international days like Environment Day, Foundation Day etc. and in maintaining the clean and green environment in the college campus. They also take active role in organizing seminar and workshop etc. at all levels. Moreover, Students’ Union conducts a number of sporting and cultural events and most of the competitions are organized in the annual college week. Union members are accommodated in different administrative and academic bodies like IQAC and different committees such as Internal Compliance Cell, Discipline Committee, Grievance Redressal Cell etc. to ensure their participation. The Magazine Secretary of the Student Union takes up the major role in publishing the college magazine. Student Union also provides financial assistance to needy students by collecting funds with various fund collection drives. They observe Teacher’s Day on 5th September to celebrate the birth anniversary of Dr. S. Radhakrishnan, and also to show their respect to the teachers of the college.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

120

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

0

5.4.4 - Meetings/activities organized by Alumni Association :

Lumding College Alumni Association was formed with the objective of fostering a sense of belonging to the institution and making the Alumni an integral part of the development of the college. The association has chalked out a comprehensive scheme of activities towards the development of the college. The main thrust of the association is to create a sense of fraternity among all the ex-students of Lumding College and to strive for the academic, cultural, and socio-economic upliftment of Lumding College. The association also extends support to create a climate of understanding with the students of the College by way of exchanging thoughts and ideas to provide guidance for the future. The Alumni Association of the college organizes meetings occasionally considering the need of the situation.

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

For the smooth functioning and coordinating important administrative activities, the institution follows the principle of decentralised and participative management seeking active participation of Teaching and Non-teaching staff along with students. Various committees and cells are formed for proper implementation of academic programmes and extra-curricular activities under the supervision of IQAC comprising representation from all the stakeholders of the college. Authority Level: The college Governing Body is formed according to the UGC guidelines, headed by the GB President. The management gives ample freedom to the Principal to fulfill the Goal and Mission of the college. In the Governing Body, representation and participation of teaching, non-teaching, guardians and lady member are ensured. Principal as Secretary of the GB is also supported by the HoDs, being the member of Academic Committee who looks after the day to day academic and departmental administrative activities of the college. The Term end/ semester end Examination Committees are headed by the Principal as Officer in-charge and Two/three teachers the Assistant Officer In-charge (Confidential) and Assistant Officer in-charge who actively supervises the activities. Sometimes Committees are formed headed by the Principal as the Zonal Officer with Faculty members to conduct the activities and to manage the Examination Zones of the Semester End Examination under Gauhati University. Teaching and Non-Teaching Level: Faculty members are given representation in the Governing Body, IQAC and Academic Committee and in various other specific

committees with specific duties have proved to be effective for efficient delivery of the teaching learning process. The non-teaching along with support staff also works as per the instruction of the Principal, HoDs and convenor of different committees in different matters. Student Level: The mission Students' Union is to protect and promote the interests of the student community inside the college campus. Students are also involved in monitoring cleanliness and discipline of the students within the campus. Student representatives are members of the IQAC committees, Internal Compliance Cell, NSS and Extension Cell, discipline Committees etc. and are active participants in various activities of the institution. Moreover, through the duly elected students' Union Body consisting different port-folios the students, under the guidance and supervision of the respective Teachers in Charge organize and conduct various extra-curricular and co-curricular activities.

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

Partial

6.2 - Strategy Development and Deployment

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

Strategy Type	Details
Human Resource Management	All faculty members have been engaged in different in-house committees and cells. Different faculty members are assigned responsibilities in various committees as per their interest and abilities for the smooth running of the institution. Along with the teaching staff, the non-teaching staffs are sent for professional development training. The students are encouraged to participate in seminars, special lectures, extension activities.
Industry Interaction / Collaboration	There have been no formal collaborations with organisations for academic purposes. Students of Commerce are assigned to prepare project reports on topics related to nearby industries. The college encourages and promotes its students to interact with different industries and institutes located both inside and outside the state of Assam through the Career Guidance cell. To give them exposure, some departments initiated to organise visits and interactive programmes with different institutions and organisations.
Admission of Students	Notifications regarding admission in different courses were circulated through college notice board and college website. Eligibility criteria for admission are displayed in college website and notice boards well in advance of the date of admission. Admission was done online mode partially. The college follows the guidelines and circulars of DHE, Assam for all admissions including reservation to different category. As per State Govt. policy, students with BPL Certificates were provided free admissions for this session, i.e., 2018-19. The Admission Committee of the college looks after the entire process of admission. The Committee prepares merit list of students and enrollment is done strictly on the basis of merit after a careful scrutiny of forms. Admission into the Girls' Hostel is conducted on first come first serve basis.
Curriculum Development	Development of curriculum is outside the purview of the institution, the college being an affiliated college under Gauhati University. The institution is not directly involved in the curriculum development, but the faculties of the institute are selected as member of the Academic Council of Gauhati University and also as members of Committee of Courses of Study (CCS), Gauhati University. Their ideas and opinions are taken into account in the Curriculum Development of the undergraduate courses run under the Gauhati University. One of senior faculty member also attended on a workshop on CBCS Course at Undergraduate Level under Gauhati University.
Teaching and Learning	Teaching and Learning The College prepares an Academic Calendar at the beginning of each Academic Session wherein the tentative dates for different academic activates are earmarked. Before the starting of the academic session, HoD from each department convenes meeting for implementing curriculum delivery. As per the routine provided by the Routine Committee, departmental routine is prepared and classes are allotted to the faculties. Faculties prepare their lesson plan/teaching plan as per academic calendar and maintain class dairy. Departmental unit test, class test and other activities such as departmental seminar, field trips, extension activities etc. of each department are planned departmentally as per schedule fixed by Academic calendar and notify accordingly amongst students. Further, provision of class test and Home assignments are given for improving writing abilities and for building up confidence in the students. Utmost efforts are made to make the teaching process more learner centric. The progress of students is continuously assessed and evaluated through class Tests, sessional examinations, study tours, field studies, seminars and home assignments, etc. to fulfill requirements as mandated by the University. Students are always encouraged to join remedial classes/tutorials for improvement in their studies.
Examination and Evaluation	Examination and evaluation works were completed within the framework of guidelines stipulated by the affiliating university and as per scheduled dates outlined in the academic calendar which is drafted considering the academic calendar notified by the affiliating university. Sessional/Internal examinations are conducted by the Sessional Examination Committee as per schedule mentioned in the academic calendar. Special tests are allowed for absentees on genuine grounds. The students who failed to secure pass marks in the internal examination of the college are allowed to re-appear in the test conducted by the academic departments. The other tools of

	evaluating the students are class tests, home assignment, and student seminars etc. which are conducted by the departments. Marks obtained in internal evaluation are recorded by each department and forwarded subsequently to the affiliating university. More often than not, the College is selected as an evaluation zone and hence, most of the teachers are engaged as Zonal Officers, Head Examiners, Examiners and Scrutinisers. Further, teachers of the institution participate in such activities in other evaluation zones. The process followed during evaluation is the same as directed by the University
Research and Development	Research and Development Although the institution has limitations in the development of infrastructure related to research and development, it has given its sincere effort to upgrade the library resources to undertake and pursue various forms of research. There is a Research Cell constituted by the Principal to look into the formalities of applying for Minor Research Projects. Faculty members participate in various seminars with their Research Papers. Some departments have full papers on Projects at undergraduate level and students assigned under various faculty members are guided to prepare project reports systematically to help them develop a research mentality. The IQAC of the college encourages and motivates the teachers to take up research projects, and fosters a culture of research among students and staff.
Library, ICT and Physical Infrastructure / Instrumentation	SOUL software for Library Automation is enabled in the college library. Faculty members and students have been provided with a unique user id and password of NLIST (Inflibnet) to access e resources from anywhere. OPAC (Online Public Access Catalogue) facility is provided using two computers in the library. Steps are taken to increase in the number of books, journals, magazines in the college library. Curriculum related and advanced instruments are also available in the science laboratories. A language lab is also available in the college. Digital Classrooms are being used. The College campus has been made WiFi enabled (Reliance Jio Free Wifi) and all stakeholders can avail this facility. The data for each individual is 34MB per day and 1GB per month. There is also 70 mbps broadband six connections in the college.

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

E-governace area	Details
Administration	Notices are circulated in College website along with facebook page. With a view to encouraging paperless communication for various in-house committees, WhatsApp groups (for faculty members and for non-teaching staff) has been functioning where various urgent notices and information’s has been transmitted.
Finance and Accounts	Finance and Accounts Salary of faculty members and staff is transferred directly to the bank account. Salary bills are submitted to the treasury through FinAssam portal.
Student Admission and Support	Admission forms and other details for admission to different courses are available through the online admission portal and college website. Admissions are conducted through online process. The college allows students whose parents’ yearly income not more than one lakh per annum to take admission with waiver fee as per Govt. of Assam announcement
Examination	Examination All notifications from affiliating University are circulated through University Portal End semester examination forms are filled up at the GUIUMS, Gauhati University portal. The sessional marks are also uploaded to the GUIUMS, Gauhati University portal.
Planning and Development	The college has its own institutional website where various important forms, links as well as documents have been uploaded. All important information and tender quotations and notices regarding admission, examination etc. are uploaded to the website.

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	Nil	Nil	0

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	NIL	Nil	Nil	Nil	Nil	Nil

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6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
RC/Gauhati University	1	03/09/2018	23/09/2018	21
RC/North Eastern Hill University	1	22/10/2018	11/11/2018	21
RC/Gauhati University, Guwahati	1	06/08/2018	26/08/2018	21
STC/ University of North Bengal, Siliguri	1	24/08/2018	30/08/2018	7
STC/ University of North Bengal, Siliguri	1	25/07/2018	31/07/2018	7
STC/Disaster Management, Gauhati University	1	30/10/2018	05/11/2018	7
FDP/Gauhati University	2	26/06/2018	01/07/2018	6
RC/Gauhati University	1	06/08/2018	26/08/2018	21

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6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
1. PF, Gratuity, Medical Insurance as per govt. rule. 2. Child care leave for female faculty. 3. Collective financial assistance is provided to the needy at the time of distress.	1. PF, Gratuity, Medical Insurance as per govt. rule. 2. Child care leave for female staffs. 3. Collective financial assistance is provided to the needy at the time of distress. 4. Advance payments are made as festival advance which is recovered in instalments.	1. First Aid service for an Emergency. 2. Wheelchair, stretcher is available for emergency use. 3. CCTV surveillance at selected spots. 4. Drinking water plant at a central place of the campus. 5. College Canteen with a separate room for students. 6. Boys' and Girls' common room for recreation. 7. Motor cycle stands, cycle stands for students. 8. Scholarship facilities for SC/ST/OBC/Meritorious students from government agencies. 9. College provides financial help to the needy students from poor fund. 10. Fee waiver scheme of the Govt. of Assam. 11. Computer with internet access is provided free of cost in Central Library. 12. Library Book Bank provides free books on loan basis to the needy students.

6.4 - Financial Management and Resource Mobilization

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

The institution undertakes an internal audit of the college accounts which consists of various funds heads. Internal audit of Examination Centre Fund is carried out regularly by a faculty of the college, which is appointed by Principal of the college. The preparation of the internal audit of 2018-2019 was entrusted to a reputed Chartered Accountant Firm of Guwahati and the audit has been completed in time. The college officially intimated the Directorate of Audit (Local Fund), Government of Assam to audit the college accounts as an external audit agency. But the concerned authority not yet provides its schedule for the external audit.
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6.4.2 - Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	Nill	Nill

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6.4.3 - Total corpus fund generated

0

6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Principal Lumding College
Administrative	No	Nill	No	Nill

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

In fact, there is no formal Parent-Teacher Association in Lumding College. However, some departments arrange parent-teacher meetings regularly and collect feedback and suggestion for the department in particular and the college in general. IQAC also collect feedback regularly from them for the strategic development of the college. In these meetings parents are familiarized with the curriculum that is followed and the performance of their wards. Apart from these interactions, teachers also communicate with parents over the phone in case of urgency and most of the case parents meets with the teacher in the department .
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6.5.3 - Development programmes for support staff (at least three)

- Free food provided for the hostel cook and helper.
- Night guard and gate keeping Staff are provided with rent free accommodation.
- Festival Advance to support staff.

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

1. Admission process has been conducted through online mode.
2. Strengthening the Feedback collection by adopting restructured questionnaire.
3. Conducting Students Satisfaction Survey regularly.
4. Observance of important days and regular conduct of student enrichment programme.
5. Participation in NIRF

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Feedback collected from Students	28/12/2018	28/12/2018	02/02/2019	380
2018	Feedback collected from Parents	28/12/2018	28/12/2018	02/02/2019	70
2018	Feedback collected from Teachers	26/08/2018	26/08/2018	26/08/2020	55
2018	Feedback collected from Alumni	28/12/2018	28/12/2018	02/02/2019	65
2018	Literary Competition	14/08/2018	14/08/2018	14/08/2018	45
2018	Cultural Unity day	23/11/2018	23/11/2018	23/11/2018	125
2018	Linguistic Harmony Day	21/11/2018	21/11/2018	21/11/2018	220
2018	Career Development, Interview challenges and skill development	06/12/2018	06/12/2018	06/12/2018	85
2018	Martial Arts for Girls’ Students	14/08/2018	14/08/2018	15/08/2018	65
2018	Awareness and Action to conserve the environment, on the occasion of Conservation Day	25/11/2018	25/11/2018	26/11/2018	75

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Celebration of International Women’s Day at Rajib Gandhi Memorial School, Sastri Gaon, Lumding, distributing Water Filter for students, Exercise books, pencils and pencil boxes	08/03/2019	08/03/2019	75	45

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

Percentage of power requirement of the University met by the renewable energy sources
Lumding College has completely banned the use of polythene bags in college campus. Efforts are on to reduce paper use by circulating notices in digital form like email, mobile messenger apps, social media platforms, etc. A rain water harvesting structure is installed in the college building. A large number of the rooms in the various blocks of the college are provided with LED lights. As a step towards environmental consciousness, the World Environment Day was observed by the institution.

7.1.3 - Differently abled (Divyangjan) friendliness

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

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	25/11/2018	1	Awareness Programme	Awareness and Action to conserve the environment,	45

						on the occasion of Conservation Day	
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7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Girl’s Hostel	Nill	Rules and Regulations, Girl’s Hostel Code of Professional Ethics, College Rules and Regulations for all stakeholders are available on the College website
For students (College Discipline)	Nill	Code of Conduct for the students under the title 'College Discipline' has been there in print since the first College Prospectus
For Teachers, Principal, Non-teaching staff and Governing Body	Nill	The college has been following The Assam Non- Government College Management Rules later called the Assam Provincialised Colleges and Assam Non-Government College Management Rules, 2001(amended from time to time).
Students Union	Nill	Constitution, Lumding College Students Union
College Library	Nill	Rules and Regulations, Lumding College Library

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga session	08/03/2019	08/03/2019	45
Cultural Unity Day	23/11/2018	23/11/2018	125
Linguistic Harmony Day	21/11/2018	21/11/2018	220
Rastriya Ekta Divas	31/10/2018	31/10/2018	120
Ek Bharat Shrestha Bharat Scheme	22/01/2019	04/02/2019	25
Birth Anniversary of Gandhi Jayanti	02/10/2018	02/10/2018	35

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

- The college discourages use of plastic.
- To reduce carbon emission inside the campus, entering vehicles into the front campus is restricted.
- To reduce electricity consumption, CFL and LED lamps and some other eco-friendly electrical equipment introduced.
- Ensure polythene free zone by encouraging everyone to minimize the use of polythene.
- E – Notification is practiced thereby reducing the use of paper.
- Installation of dustbins.
- Ban on consumption of tobacco inside the campus.
- Rain water harvesting.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Best Practice No-1: Title of the Practice: Book Fair Goal: The main aim of the practice is to generate awareness about books among the students in the college and the community and to create awareness among the students about the habit of reading books. The Context: The students and the youth of today are not habituated to acquiring knowledge by reading books and do not realise the positive aspects of reading. In order to create awareness among the students coming from various communities and backgrounds and to attract them to books this book fair was organized locally. The Practice: To meet our social responsibility towards the students of the college and nearby community, an attempt was made under the aegis of the Library Advisory and monitoring Committee in collaboration with local book stalls to hold this book fair. The programme was inaugurated by Principal, Lumding College on 5th September, 2018. The book fair continued for two days and was remain open for students and local people. Students from the nearby Schools visited along with their teacher’s in-Charge, parents and looked at the books and purchased some too. Students from our college were very much enthusiastic about the varieties of books that were exhibited in the fair. Apart from course related books there were books related to competitive exams, general knowledge, children’s books and other books of interest. Evidence of Success: The programme was successful as quite a number of students, teachers and people from around the college visited the fair. Active participation from our students and ex- students and local people made the programme a success. Problems encountered and Resources Required: The book fair had to be accommodated within the library and there was space constraint. Further, no out-stationed bookstall did not participate in the fair, hence it remains local centric. The resources required were ample space to display the books and adequate staff to assist the visitors. Contact Details: Name of the Principal: Dr. Mrinal Kanti Paul, Name of the Institution: Lumding College, City/Town: Lumding, Hojai, Assam Pin Code: 782447 Ph. No: 03674-263375 (O) Website: https://www.lumdingcollege.org E-mail: lumdingcollege@yahoo.in Best Practice No-2: Title of the Practice: Swachh Bharat Abhiyan Goal: The main aim of the programme is to make the students, faculty and staff of College aware about Swachhta Mission. Other specific objectives of this practice are (a) to maintain college campus clean, (b) To provide clean water and sanitation facilities to all stakeholders of the college and (c) To aware and motivate students about cleanliness and importance of Swachhta in their life. The Context: Swachh Bharat Abhiyan is a campaign in India that aims to clean up the roads and infrastructure of India’s cities, smaller towns and rural areas including Govt. offices and institute campus as well. It was launched on 2nd October 2014 by Prime Minister of India Sri

Narendra Modi. Swachh Vidyalaya is the national campaign under Swachh Bharat Abhiyan. As directed by the Govt. of Assam, cleaning activities under Swachh Bharat Abhiyan has been carried out in the College. The practice: The Government of Assam directed the College authority to form a committee to look after the cleanliness campaign. Accordingly, a seven-member committee was formed which has the Principal as the Chairperson of the committee and there is one Nodal Officer, two Assistant Nodal Officers and three members. Apart from those members, members from non-teaching staff (Grade IV) and students have been engaged to keep the college campus clean. To achieve the aim of Swachh Bharat Abhiyan, the committee members, students, faculty and nonteaching staff of College have been jointly practicing cleaning activities regularly. Evidence of Success: Through cleanliness drive and active participation of students, teachers and non-teaching staffs it is possible to maintain clean environment in College campus. All stakeholders of the college now enjoying clean water, sanitation and hygienic facilities. This cleanliness drive is helpful for College faculties in conducting extension activities too. Problems Encountered and Resources Required: Active and voluntary cooperation is required from all stakeholders in order to complete the cleanliness drive more successful. More active cooperation and awareness is required to make the programmes successful. Contact Details: Name of the Principal: Dr. Mrinal Kanti Paul, Name of the Institution: Lumding College, City/Town: Lumding, Hojai, Assam Pin Code: 782447 Ph. No: 03674-263375 (O) Website: https://www.lumdingcollege.org E-mail: lumdingcollege@yahoo.in
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link https://www.lumdingcollege.org/IQAC/19.pdf
7.3 - Institutional Distinctiveness 7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words The distinctiveness of the college is rooted in its robust workforce i.e. the faculty members who are actively involved and initiate all academic and co-curricular activities in the college. Out of a sanctioned strength of 57 teachers, 49 posts are filled up and these teachers play a proactive role in organising, planning and coordinating all kinds of activities and programmes in the college. The development of the college is uppermost in their consciousness hence the teachers keep up sustained discussions about academic and social activities. The teachers are responsible for conceptualizing and making strategic plans which are then taken up with the college authority for execution. They are actively involved in various committees and cells viz. Academic committee, IQAC, Examination committee etc. The following programmes have been conducted successfully through a vigorous teaching and non teaching staff that has always been at the forefront of college activities viz. list of programmes to be articulated.
Provide the weblink of the institution
8.Future Plans of Actions for Next Academic Year The Future Plan of Action for the academic year of the Institution are: 1. To make Academic collaboration with the neighboring Institutions 2. To send reminder to the Govt. of Assam regarding our submitted proposal for regularizing the existing commerce stream. 3. Conduct Academic and Administrative Audit. 4. Perform MoUs with various academic institutions, training institutions, NGOs etc. and organize various collaborative programmes. 5. Introduce various value-added courses. 6. Organising popular talk/scientific lecture/motivational talk for the students. 7. Extension work in neighbouring schools and villages. 8. Industrial/Institutional/Field visit by the students. 9. To complete construction of more digital and smart class rooms on the new building with RUSA funding. 10. Urge to RUSA for sanctioning fund for renovation of existing physical infrastructure and construction of new class room, gymnasium and conference hall in the college. 11. Urge to RUSA for sanctioning fund for procuring equipments for laboratories and Computers. 12. Urge to RUSA for sanctioning fund for procuring physical fitness equipments for gymnasium. 13. Urge to RUSA for sanctioning fund for purchasing Library books. 14. As per direction from the Affiliating University CBCS courses at the Undergraduate level to be started from the coming academic session and preparations to be made accordingly