



Yearly Status Report - 2019-2020

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.		03674263375			
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		Semi-urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Sri Nirmalaya Shekar Singha Choudhury			
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/AQAR2018-19.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/Academiccalender_19_20.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		23-Sep-2019 1	10	
Regular meeting of IQAC Cell		11-Dec-2019 1	12	
Feedback from Students		11-Sep-2019 30	370	
Feedback from Parents		11-Sep-2019 30	60	
Feedback from Alumni		11-Sep-2019 30	55	
Feedback from Teachers		26-Aug-2019 1	52	
FDP on Behavioral Remodelling & Use of ICT Tools for Classroom Delivery of Teachers		03-Feb-2020 6	52	
Workshop on Choice Based Credit System (CBCS)		11-Jun-2019 1	85	
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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	Purchase of Books	DHE, Govt. of Assam	2019 365	192212
Lumding College	Excursion Grant (Ek Bharat Shreshta Bharat Scheme)	DHE, Govt. of Assam	2019 365	100000
Lumding College	Girls Common Room	DHE, Govt. of Assam	2019 365	100000
Lumding College	Free Admission	DHE, Govt. of Assam	2020 365	3354614
Lumding College	Purchase of Lab. Equipment	DHE, Govt. of Assam	2020 365	240000
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9. Whether composition of IQAC as per latest NAAC guidelines:		Yes		
Upload latest notification of formation of IQAC		View File		
10. Number of IQAC meetings held during the year :		8		
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		View File		
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)

• Managing mentoring and counseling system beyond classroom.

• Organizing a number of Student enrichment programme.

• Conducting a number of Seminar/workshops/webinar on academic and related topics.

• Organizing a workshop on Choice Based Credit System (CBCS) which is implemented from this session.

• Institution initiated to conduct awareness programme against COVID 19 pandemic in the college campus and during lockdown by preparing and distributing hand sanitizer to the society in and around Lumding town.

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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

Plan of Action	Achivements/Outcomes
AQAR preparation 2018 19 and 2019 20	Process initiated.
To conduct student satisfaction survey (SSS) on teaching and learning process	Implemented.
Collection of Feedback from students, teachers, parents and Alumni	Collected.
Thrust on academic activities like seminars workshops and lectures.	Despite the lockdown, academic activities like online classes, sharing of e-resources, notes, webinars went on uninterrupted.
To foreground extra/curricular, extension activities for inclusive development of students.	The objectives have been partially fulfilled due to the pandemic lockdown.
Increasing collaboration with institution specially information & technology sector.	MoU has been signed with ICT Academy, Guwahati.
To organize Faculty Development Programme on ITC tool	FDP conducted on 3rd to 8th February, 2020.
Decided to continue teaching learning in online mode.	Successfully implemented.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC Core Committee, Lumding College	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 descripton and a list of modules currently operational (maximum 500 words)

• The online admission system was also conducted 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 200506

• 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 records pertaining to students and receipts of internal transactions are maintained.

• 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

https://assessmentonline.naac.gov.in/public/index.php/postaccreditation/aqarFilledData/eyJpdil6IIY5bWZacFIib8wTXFtTjVQMmNGUkE9PSIsInZhbHVlIjojUTFJR09HTzZHQ3E3djFjb1JFSVBibEpHb3VCaVdYcldtcV...

3/19

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

The curriculum planning and implementation of the college follows a well-defined and systematic pathway with the aid of various tools. Lunding College adopts a holistic approach for the effective delivery of the curriculum using a well-planned, transparent and documented process for the same. Being affiliated to Gauhati University, all the departments follow the curriculum strictly as prescribed by the University. The Routine Committee constituted by Principal prepares the routine before the beginning of every academic session and are entrusted with the task of allocation of appropriate classrooms for various subjects. From this session, CBCS system (Honours/ Regular) has been introduced by Gauhati University and the college too has geared up for the changed pattern of syllabus. For the effective translation of the curriculum, the College has a well-planned delivery mechanism based on the availability of resources in the college. Effective curriculum delivery is ensured and documented through a well-planned time table, academic calendar, and systematic evaluation. On the basis of a well-planned master time-table, departmental time-tables are prepared. 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. Students’ participation is always encouraged by engaging them in the class, guiding them in preparing projects and through assignments. Classroom teaching is done using traditional as well as technology-based methods (especially during discontinuation of offline classes during COVID period) for effective curriculum delivery. Records of assignments and classes are maintained by the concerned departments. Students’ progress is monitored by the departments concerned on the basis of class tests, assignments and sessional examinations.

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
BA	Honours (in Assamese, Bengali, Hindi, English, Economics, Education, Political Science, History)	01/08/2019
BA	Regular	01/08/2019
BSc	Honours (in Zoology, Mathematics, Physics, Botany, Geology, Chemistry)	01/08/2019
BSc	Regular (along with elective subject Computer science and Statistics)	01/08/2019
BCom	Honours	01/08/2019
BCom	Regular	01/08/2019

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
BSc	B.Sc. in Physics (Major)	6
BA	BA in Assamese (Major)	7
BA	BA in Bengali (Major)	10
BSc	B.Sc. in Chemistry (Major)	5
BA	BA in History (Major)	6

BSc	B.Sc. in Mathematics (Major)	14
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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 is obtained from various stakeholders, viz. students, alumni, guardians, teaching staff and non-teaching staff. IQAC studies the opinions and suggestions and discusses in the IQAC Core Committee meetings for seeking possible remedial measures. Approval of Governing Body is also required in certain matters if necessary. 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. As regards to the Students Feedback, it was executed in the offline mode and it is collected from all departments representing each semester students. One standard questionnaire (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. IQAC constituted a Feedback Collection and Analysis Committee (FCAC) to collect response from students of different departments and make necessary analysis. Responses of students are collected on nine-point scale ranging extremely good to extremely poor. The parent-teacher meetings held at various departments has served to elicit opinions from the guardians on various developmental aspects of the institution. The issues raised were discussed in the IQAC Core Committee meetings for seeking possible remedial measures. The feedback scores of Faculty members of every department and other stakeholders like library and office staff were kept and necessary measures were taken for resolving the grievances through the appropriate authorities.

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 Honours in Assamese	12	10	4
BA	BA Honours in Bengali	48	27	21
BA	BA Honours in Economics	24	5	1
BSc	B Sc Honours in Zoology	36	49	31
BCom	B Com Honours	66	25	19

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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
2019	1434	0	55	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
55	47	7	6	0	1

[View File of ICT Tools and resources](#)

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

College has an effective mentor-mentee system which is integral to the teaching -learning process of any higher education institution.

Lumding College is continuing its students mentoring system through its own IQAC. Teachers keep up with close bond with the learners, most particularly the honours course students, and help them in different perspectives relating to their vocational, academic and private matters, formal mentoring framework is yet to be carried out in all departments of the college. The field activities undertaken by certain departments provide wonderful opportunities for the learners and the teachers towards developing great individual bonds. In the Mentoring Programme, a selected teacher of a particular stream/ department as Mentor serves basically as Learning Facilitators for a selected group of students of the same stream/ department and takes interest in the professional and career development of each and every Mentee (student) of the selected group (Mentee Unit). The IQAC in each academic year prepare a list of teacher (Allocation Chart) who are appointed for mentoring First semester students (mostly from their own department) for three years 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
1434	55	1 : 26

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	47	5	0	2

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
2020	Dr. Sanghamitra Das Bose	Associate Professor	V.C’s nominee as Subject Expert to DPC
2019	Sri Shio Kumar Jha	Associate Professor	V.C’s nominee as Subject Expert to DPC

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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	BA (Major Pass)	6	21/10/2020	05/12/2020
BCom	B Com (Major Pass)	6	15/10/2020	25/11/2020
BSc	B Sc (Major Pass)	6	21/10/2020	30/11/2020
BA	BA (Major Pass)	5	06/01/2020	22/05/2020
BCom	B Com (Major Pass)	5	06/01/2020	22/05/2020

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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 different courses and programmes are being done under the rules endorsed by the affiliating university, it is difficult to attempt changes in the CIE framework. 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/ BCom/BSc course (for 100 Marks Paper) are consisting of three parameters as per Regulation of Gauhati University. 10 marks are assigned for Sessional Examination, 06 marks for Home Assignment/ GD/ Presentation etc., 04 marks for Class Attendance. Sessional Examinations for all the Semesters of different courses are centrally arranged by the Sessional Examination Committee on 30 marks (for 100 Marks Paper) which later converted to 10 marks. Examination Time Schedule is prepared well in advance in consultation with Principal. HoDs prepare the Question Papers along with the departmental colleagues and whole sessional examination was conducted centrally by giving pre- assigned invigilation of departmental teachers and others. Evaluation of answer scripts are done by the teachers as per allotment of HoDs. Further, Home Assignments/departmental seminar/Presentations for all students are conducted departmentally. Class attendance marks are assigned as: 1 mark for 76 to 80 percent, 2 marks for 80 to 85 percent, 3 marks for 86 to 90 percent and 4 marks for 90 percent and above. Final Marks Lists prepared by HoDs are uploaded in the Portal of the University by the college office in association with the departments after due verification. However, with a view to making the reforms continuous/rigorous and student oriented, some novel initiatives have also been taken by the departments, viz. class test, departmental seminar etc. Further, through personal mentoring, weak students are identified and they are given extra classroom counseling and remedial classes.

However, due to COVID-19 pandemic situation during the session 2019-2020, home assignment tools are adopted instead of sessional examination for even semester students.

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

Under the dynamic management of the IQAC, an academic calendar is prepared for the institution. This is prepared in tune with the affiliating university's (Gauhati University) academic calendar. The calendar is published in the institutional website and furthermore shared through the WhatsApp groups of students and teachers. The IQAC assigned the task by constituting a committee for preparing Academic calendar and the committee prepares the academic calendar in line with the academic programme and the guidelines given by Gauhati University. The academic calendar of the session for the academic year starts from August 2019 to July 2020 for undergraduate courses. It consists of Odd Semester (from August 2019 to December 2019) and Even Semester (from January 2020 to July 2020). Lumding College also offers Higher Secondary Courses and for that the academic calendar is designed keeping in due consideration both courses (academic year starts from July 2019 to June 2020). But due to COVID- 19 emergency even semester extended to October 2020. Through the committee, the IQAC itself prepares an Academic calendar of its own to make the teachers and students of the college aware regarding the tentative schedule of different academic and other activities. The college Academic calendar is made available to each student at the time of admission. For each month of the session working days, teaching days and holidays are demarcated. Apart from this, tentative dates of student union election, college week, sessional examination, semester examination, and semester breaks are drawn up. The Head of the Department (HoD) conducts departmental meetings, departmental seminar etc. by giving notices in advance. The HoD of the concerned department allocates course load 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	Major in Bengali	24	20	83.33
UG	BA	Major in English	15	11	73.33
UG	BCom	Major in Accountancy	30	24	80
UG	BCom	Major in Management	11	7	63.63
UG	BSc	Major in Zoology	16	14	87.5

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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/23.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
Nill	Nill	NIL	Nill	Nill

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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. Onkita Misra	Assam University	03/03/2020	PhD
PhD Thesis	Dr. Sanghamitra Das Bose	Assam University	19/09/2019	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	Nil1	Nil1	Nil1	Nil1	Nil1

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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
NA	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	Hindi	3	0
National	Political Science	2	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
English	1
History	2
Assamese	4

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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	Nil1	Nil1	Nil1	Nil1	Nil1	Nil1

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	Nil1	Nil1	Nil1	Nil1	Nil1	Nil1

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	47	3	0
Presented papers	7	8	0	0

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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
Awareness Campaign to Prevent COVID-19 Infection at Vivekananda Memorial School, Lumding.	Women Cell, ACTA Unit, Lumding College	20	25
Awareness Campaign to Prevent COVID-19 Infection in neighbouring areas of Lumding	Teachers of Lumding College	35	10

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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
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NIL	Nill	Nill	Nill	
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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	ACTA Unit, Lumding College	Cleanlines drive in the college	35	10
Awareness programme on Gender Issue	Women Cell, ACTA Unit, Lumding College	Awareness programme on Health and Hygiene	19	64
Community Service	Department of Geology, Lumding College	Community Service Programme through Geo-Awareness Campaign	2	19
Swachh Bharat	NSS Unit	Cleanliness drive in the college	10	75
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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	Nill	Nill	Nill

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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	Nill	Nill	Nill	Nill	Nill

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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
Mayang Anchalik College, Morigaon, Assam.	18/12/2020	Faculty Exchange	55

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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
25	22

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	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	
Text Books	4566	523900	220	76495	4786	600395

Reference Books	17767	2095620	27	19100	17794	2114720
Journals	Nil	Nil	16	28750	16	28750
Others (specify)	Nil	Nil	11	12730	11	12730

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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	47	4	13	13	2	5	27	70	0
Added	0	0	3	3	0	0	0	0	0
Total	47	4	16	16	2	5	27	70	0

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
5	5.29	5	4.93

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/7.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	Student Aid Fund	3	4500
Financial Support from Other Sources			
a) National	Fee Waiver Scheme for Economically Weaker Students, Govt. of Assam.	805	3354614
b) International	NIL	0	0

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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
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
2019	Webinar on Financial markets as a Provider of Professional Career, Lumding College in Association with Finmark Trainers, India Pvt. Ltd	125	125	Nill	Nill
2020	Webinar on Challenges and Opportunities of Future (post- Covid) in Learning & Placement : A Strategic View Lumding College & Skillfinity	95	95	Nill	Nill

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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	Nill	Nill	NIL	Nill	Nill

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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
2019	1	BA (Major in Assamese)	Assamese	Gauhati University	MA
2020	3	BA (Major in Bengali)	Bengali	Rabindranath Tagore University	MA
2020	1	BSc (Major in Geology)	Geology	Krantiguru Shyamji Krishna Verma Kachchh University, Bhuj, Gujrat	MSc

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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
Any Other	0

No file uploaded.

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

Activity	Level	Number of Participants
Farewell Function organized by Teachers	Institutional Level	50
Fresher's Social	Institutional Level	300
College Week	Institutional Level	600
Departmental Wall magazine	Institutional Level	25

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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
Nil	NIL	Nil	Nil	Nil	Nil	Nil

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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. The LCSU plays a key role in conducting the Annual college week and General fresher’s social of the college, the annual Youth Festival organized by the affiliating university and publication of the college magazine in time is also the annual priority of LCSU. Prevention of ragging in the campus, participation in various activities through NCC, NSS and Red Ribbon Club and offering suggestions to the administrative machinery of the college for improving the amenities of the students through the involvement in different in-house committees of the college, the LCSU has become a vital organ of the college. Lumding College Students’ Union, the elected representative of the entire student community of the institution plays an active part in the functioning of the college. Students’ Union members are elected through a process of secret ballot supervised by the Convenor, Student Union Election Committee assisted by a team of teachers. The unions comprising 13 members carry out the assigned responsibilities for each portfolio. 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. Union members are accommodated in administrative bodies like IQAC and different committees such as Grievance Redressal Cell, Internal Compliance Cell, Discipline committee etc. to ensure their participation. 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 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.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

130

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. During the year 2019-2020, the Association organizes only one meeting among the members due to the COVID 19 pandemic 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)

The practices of decentralization and participative management aim to ensure the best possible involvement and representation of all the stakeholders of the college in its journey towards excellence. In this context, the two practices that we would like to cite are: 1. Admission Process of the College: The Principal of the college constitutes an Admission Committee with a senior teacher as a convenor. The committee looks after the whole process of admission especially the first-semester and Higher Secondary 1st year admission procedure. A general meeting Principal and Admission Committee is called to lead the general rules and regulations of the admission. In this meeting opinion of the HoDs is also shared regarding any change of the number of seats available for major as well as general courses in the respective departments. The cut off marks for the major courses and conditions for combinations of subjects are thoroughly discussed. The date for opening and closing of the online/offline admission procedure is fixed in the meeting. Fees structure for the different programmes is finalized as per govt. of Assam notifications. The procedure of admission for those seeking free admission as per Govt. circular is finalized. The committee prepares a merit list and puts it up on the college notice board before admission. For online admission, the Admission Portal is linked with the college. Faculty and non-teaching staff are involved in the day admission for the different activities 2. Election of the Students Union: Student representative body namely Lumding College students’ Union (LCSU) is elected through a

democratic process under the strict supervision of the election committee comprising of teachers. The election of the LCSU normally occurs as per academic calendar. The Principal of the college constitutes election committee and appoints a Convenor for the smooth conduct of the election. The election strictly follows the recommendations of the Lyngdoh Committee and the guidelines of the Supreme Court of India. The Principal also constitutes an Advisory committee, Supervising committee, Grievance and the Redressal committee. Election committee conducts the whole election process by publishing election notification wherein all election related activities and schedules are notified such as date of issuing nomination form, date of submission of nomination, date of scrutiny of the nomination papers etc. All election related activities are done by the election committee with the consultation of the Advisory Committee, Supervising committee, Grievance and the Redressal committee. Convenors of election committee appoint Presiding officer and Polling officer and assign election duties to them for polling day. Principal intimates local Police station and district administration for maintaining and ensuring necessary law and order. The election of the college is considered an important and sensible issue. All faculty members, non-teaching staff, Library staff and local administration are involved for the smooth conduct of the election.

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
Curriculum Development	Affiliated colleges have a very limited scope for curriculum design and development since it is the domain of the affiliating university. Gauhati University (affiliating university) introduced CBCS Course for undergraduate levels in 2019. The Heads of Departments are in constant touch also with the Coordinator of the CBCS Committee for any confusion regarding the new syllabus etc. One of senior faculty member also attended a workshop on CBCS Course at Undergraduate Level under Gauhati University. The College also organizes one workshop on implantation on CBCS Course. The Academic calendar chalks out the curriculum and extracurricular activities of the college. Just before the commencement of the new academic session, Principal convenes a meeting of the HoDs as well as Academic Committee to chalk out the plan for Curriculum and effective implementation of the curriculum. As members of the Committee of Courses and Studies (CCS), teachers can put forward their views regarding curriculum.
Teaching and Learning	Each department chalks out its own plan of action in the departmental meeting (both formal and informal) held on a regular basis. 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. 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. Sessional Examinations for internal assessment are conducted centrally by the College Sessional Examination committee. Remedial classes have been arranged for the academically weak students. Further, provision of class test and Home assignments are given for improving writing abilities and for building up confidence in the students.
Examination and Evaluation	The end-semester examinations are conducted by the affiliating university and tentative date are well notified in the academic calendar. 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. Special tests have been organized for those students who could not secure pass mark in the Sessional examinations. The other tools of evaluating the students are class tests, home assignment, student seminars etc. which are conducted by the departments. The marks obtained in the sessional tests are intimated to the students. The answer scripts of the sessional tests are shown so that the students can identify their mistakes and gear up their future performance. Under the semester system, internal assessments have 10/15/20 percentage of weightages as reflected in the curriculum designed by the affiliating university. Marks obtained in internal evaluation are recorded by each department and forwarded subsequently to the affiliating university.
Research and Development	There is a Research Cell constituted by the Principal to look into the formalities of applying for Minor Research Projects. The faculty is encouraged to engage in research work. At individual level, some of the faculty members are engaged in research work. A good number of the teaching faculty obtained Ph. D. Students are also provided preliminary methodological framework in their project work. 4th and 6th semester students of some departments need to go through the process of project paper writing that has been an enriching learning experience for them as they get acquainted with research methodology. Although the institution has limitations in the development of infrastructure related to research and development, it has given its effort to upgrade the library resources for being used in future by various faculty members who intends to pursue various forms of research.
Library, ICT	SOUL software for Library Automation is available in library. Faculty members and

and Physical Infrastructure / Instrumentation	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. Book Bank facilities are also available for poor students. Every year student database is prepared which contains basic information of students. Curriculum related and advanced instruments are also available in the science laboratories. A language lab is also available in the college. Some Class rooms and Conference room in the College has been upgraded by installation of LCD Projectors. College has a spacious well-furnished library with a very good collection of books. There are separate reading sections for students and teachers. There is also a reference section and textbooks are well arranged in stacks. Newspapers, journals and periodicals are kept in demarcated space for use. There is a lending section for issuing books in a student friendly manner.
Human Resource Management	A decentralized system of administration is carried out in the institution comprising of the teaching and non-teaching staff. Different faculty members are assigned responsibilities in various committees as per their interest and abilities for the smooth running of the institution. The teaching faculties are recruited as per the UGC norms. Temporary or part time faculty members are appointed by the college as per the requirements of the department on a purely temporary basis. Teachers are encouraged to go for Orientation programmes, Refresher courses, Short term courses and to participate in seminars, workshops, conferences etc. 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	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 organizations. The college started initiative to sign MoU with ICT Academy in this connection. In addition to this, the institution has initiated collaborative effort with neighbouring institutions in academic and extra-curricular activities.
Admission of Students	Programme schedule regarding admission in different courses were circulated through notice board and through the Lumding college website. Moreover, the seat capacity, admission procedure and eligibility criteria 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. 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. The transparency in the admission process is monitored by the committee that comprises of Principal, faculty members, and office staff. Admission into the Girls' Hostel is conducted on first come first serve basis.

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

E-governace area	Details
Examination	End semester examination forms are filled up at the GUIUMS portal of Gauhati University. All notifications from affiliating University are circulated through University Portal. The sessional marks are also uploaded to the GUIUMS, Gauhati University portal. Due to COVID-19 pandemic, faculty members also conduct online in Home assignment/ sessional examination etc. through Google Classroom, Learning Management System, WhatsApp etc.
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.
Administration	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. Notices are circulated in College website along with facebook page.
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 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.

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
Nill	NIL	Nill	Nill	Nill
No file uploaded.				

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)
2020	Use of Online E-recourses	Nill	19/06/2020	19/06/2020	55	Nill
2020	Virtual Delivery Technique and Mind-set Crafting	Nill	16/06/2020	18/06/2020	56	Nill
2020	Challenges and Opportunities of Future (post- Covid) in Learning Placement : A Strategic View	Nill	07/07/2020	07/07/2020	48	Nill
2020	Behavioural Remodelling Use of ICT tools for Classroom Delivery of Teachers	Nill	03/02/2020	08/02/2020	52	Nill
2020	E-Learning Platform	Nill	17/08/2020	24/08/2020	65	Nill
2019	Workshop on Choice Based Credit System (CBCS)	Nill	11/06/2019	11/06/2019	65	12

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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
Refresher Course	2	06/12/2019	19/12/2019	14
Refresher Course	1	01/12/2020	31/03/2021	120
STC/Mahatma Gandhi Institute of Technology.	1	20/07/2020	24/07/2020	5

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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.	1. PF, Gratuity, Medical Insurance as per govt. rule. 2. Child care leave for female faculty. 3. Short term advance facility is available for institute staff	1. First Aid service for an Emergency 2. Wheelchair, stretcher is 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. Student Aid Fund for the needy and poor students. 9. 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 2019-2020 was entrusted to a reputed Chartered Accountant Firm named Sri Prabir Majumder of Guwahati, Assam as per record 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.

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. In these meetings parents are familiarised 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. Enhancement of internet band width to 70mbps with six connections 2. Renovation of physical academic infrastructures. 3. Construction of New Building for more classrooms, gymnasium, and ICT enabled classroom. 4. Conducting a number of seminars/workshop/webinar in the academic topics. 5. Conducting a good number of faculty development programme in association with different institutions.
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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
2019	Feedback collected from Students	11/09/2019	11/09/2019	11/10/2019	370
2019	Feedback collected from Parents	11/09/2019	11/09/2019	11/10/2019	60
2019	Feedback collected from Teachers	26/08/2019	26/08/2019	26/08/2019	52
2019	Feedback collected from Alumni	11/09/2019	11/09/2019	11/10/2019	55
2019	Workshop on Choice Based Credit System (CBCS)	11/06/2019	11/06/2019	11/06/2019	80
2020	FDP on Behavioral Remodeling Use of ICT Tools for Classroom Delivery of Teachers	03/02/2020	03/02/2020	08/02/2020	52

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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
International Women’s Day	08/03/2020	08/03/2020	58	25

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
Establishment of ‘Environment and Climate Cell’ under the sponsorship of Assam Science Technology Environment Council, DST, Govt. of Assam. 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
Ramp/Rails	Yes	0
Rest Rooms	Yes	0

7.1.4 - Inclusion and Situatedness

Year	Number of	Number of	Date	Duration	Name of initiative	Issues addressed	Number of
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	initiatives to address locational advantages and disadvantages	initiatives taken to engage with and contribute to local community					participating students and staff
2020	1	1	10/03/2020	14	Awareness Drive on Corona Virus (Covid -19)	To aware the Society about the Novel Corona virus, distribution of leaflets in local vernacular language among the pedestrians and general public on the need of using mask hand, washing to avoid Covid- 19	45
Nill	Nill	Nill	14/03/2020	1	Awareness Campaign to Prevent COVID-19 Infection at Vivekananda Memorial School, Lumding	To aware the School students about the Novel Corona virus	35

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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)
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
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

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga and meditation	21/06/2019	21/06/2019	65
Yoga and meditation	21/06/2020	21/06/2020	54
Rastriya Ekta Divas	31/10/2019	31/10/2019	65
150th Anniversary of Gandhi Jayanti	02/10/2019	02/10/2019	52
Teachers Day	05/09/2019	05/09/2019	112
Ek Bharat Shrestha Bharat Scheme	28/01/2020	28/01/2020	127

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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: Rational use of Power Consumption 1. Title of the Practice: Rational use of Power Consumption 2. Goal: For rational use of power consumption in the college and to reduce electricity bills by replacing the high-powered bulb with LED and CFL bulbs, so that the energy consumption of the college has been reduced as well as recurring cost on electricity consumption can also be minimized. 3. The Context: Extensive use of high-powered bulbs has increased the power consumption of the college, which also increases the recurring cost of the institution. To minimize the annual expenditure on energy consumption of the college, this practice has been taken into consideration. 4. The Practice: At the beginning of the session, all the high-powered bulbs
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have been replaced by low-energy consuming LED bulbs or CFL bulbs. Only LED bulbs and low consuming tube lights are used in the college. Staffs and students always remains aware to switch off the light and fans when no one remains in the room. In the departments, library and office room, rational use of power is ensured but switching off the unused electrical appliances. In near future, the college has planned to use alternative energy resources such as solar energy plans on the college campus. 5. Evidence of Success: By replacing the high-powered bulbs with LED bulbs and rational use of electrical appliances, the energy consumption has been minimized, for which recurring expenditure on the power consumption of the college has also decreased. The surplus amount of the same has been able used in some other developmental works of the college. 6. Problems Encountered and Resources Required: As the price of the LED bulbs is quite high, it is very much difficult for the college to arrange the seed money at a time. So, all the high-powered bulbs are not able to replace yet. 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: 03674-263364, 263375 (O) Website: <https://www.lumdingcollege.org>, E-mail: lumdingcollege@yahoo.in Best Practice No-2: Title of the Practice: Relief to the Distress Goal: The main goal of the programme was to generate funds for helping the people who has suffered due to COVID-19 pandemic by contributing either in Chief Minister Relief Fund or in Assam Arogyo Nidhi. Further, to extend relief to needy people who lacks livelihood due to lockdown during of first waveCOVID-19 pandemic. The Context: Due to the outbreak of COVID-19 pandemic and consequent lockdown, a large section of people mainly daily wage earners, vendors and small businessman etc. become jobless and helpless. Therefore, it is considered as national duty to extend help to the needy people of the locality. The teaching and non-teaching community of Lumding College extends their helping hands by offering rations and financial help to at least two needy persons of their locality. The Practice: To fulfil the responsibility of the good citizens, teaching and non-teaching community of Lumding College extends hands by offering rations and financial help to at least two needy persons of their locality. As a responsible citizen, the employees of Lumding College donate one day's salary of the month of March, 2020 to Chief Ministers Relief Fund to combat against COVID-19 first wave. Assam College Teachers' Association, Lumding College Unit also undertakes a noble drive to donate in the Chief Ministers Relief Fund by raising contribution from their members. President, Governing Body, Lumding College also requested the teaching faculties to contribute and generate voluntary funds for extending relief to the non-sanctioned staffs of Lumding College who suffered a lot during COVID-19 pandemic and consequent lockdown. Moreover, a lot of awareness programme were conducted by the Teaching Community to aware the society about the Novel Corona virus by distributing leaflets in local vernacular language among the pedestrians and general public on the need of using mask, regular hand washing to avoid COVID- 19 and also distributes mask, soaps and sanitizers at free of cost to the rural people. Evidence of Success: The programme was successful as the teaching and non-teaching staff of Lumding College whole heartedly supported the State Government appeal by contributing one day's salary to fight against COVID-19 at Chief Ministers Relief Fund/ Assam Arogya Nidhi. Moreover, ACTA unit, Lumding College Unit also undertakes a noble drive to donate Chief Ministers Relief Fund by raising funds from their members and Principal. A cheque amounting of Rupees One Lakh Six Thousand Two Hundred Twenty (Rs. 106220.00) was handed over to our local Hon'ble MLA as contribution to Chief Ministers Relief Fund vide Bank Draft - UPF028926,028927 and 028928. In response to the appeal made by President, Governing Body, Lumding College, an amount of Rupees Thirty-Five thousand was collected and extend financial support to non-sanctioned and contractual staff of the college. Problems encountered and Resources Required: The main problem faced by the employees of Lumding College during this period is that they could not extend direct support to the needy people at large scale due to COVID-19 pandemic and consequent lockdown. Donation and relief measures were extended to support to needy people either on an individual capacity or through Clubs and NGOs. 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: 03674-263364, 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/20.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

Lumding College has been continuously working in various areas where it is distinctive from the other institutions so far its vision, thrust, and priority are a concern. One such distinctive feature of the institution is campaigning for Eco-friendly. The institution has undertaken various initiatives for making the campus eco-friendly such as Clean and Green Campus Initiatives: "Clean and Green Campus Initiatives" is one of the best practices of the college. It is one of the best practices of the college. A Rain Water Harvesting Project has been installed for collecting and using rainwater for cleaning as well as gardening and other purposes. The college has the best practice of use of LED bulbs in lieu of normal bulbs to reduce the energy consumption level of the college. Almost 50 percent of the total bulbs are replaced by LED bulbs. Students are encouraged not to use plastic. Proper maintenance of infrastructure and timely repair of furniture is done to minimize solid waste.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

The Future Plan of Action for the academic Session 2020 2021 of the Institution are: 1. With the sudden change in the academic environment due to the COVID 19 pandemic, the mode of teaching and learning has changed dramatically. Thought the college tries to promote online teaching like Google

classroom, WhatsApp group etc. in this academic session but more awareness and orientation is needed for the online teaching classes and the online examination procedure. Therefore, IQAC is to communicate with the students and try to figure out the disadvantage they are facing in online classroom initiatives. Teachers are requested to attend webinars and online FDP as per their choice to meet the requirement of their promotion related matters. They are asked to produce e-content in their respective subjects and submit the same to the IQAC. 2. To make Academic collaboration with the neighboring Institutions 3. Conduct Academic and Administrative Audit. 4. Perform more 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. To complete construction of more digital and smart class rooms on the first floor of the new building. 8. The college plans to register its Alumni Association. 9. The college plans to introduce a Management Information System (MIS)