STRATEGIC PLANNING AND DEPLOYMENT DOCUMENT

(2020-2025)

LUMDING COLLEGE,
LUMDING, HOJAI, ASSAM-782447

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INSTITUTION MOTO

"Tamaso Ma Jyotirgamaya" - Lead me from darkness to light.

INSTITUTION VISION

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

MISSION

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

About the College

Lumding College is situated in the heart of Lumding town in the district of Hojai, Assam. It is one of the oldest college in this remote part of the state. The college was established on 14th August, 1959 by a group of visionary academicians, patriots and philanthropists who aspired for the growth of higher education in the small town of Lumding. Since its inception, the college had struggled through difficult phases of hardship to achieve its present status. The college was taken under the deficit system of grant-in-aid by the Govt. of Assam on 1st December, 1972 and was provincialized by the Govt. of Assam on 1st December, 2005. Today, Lumding College offers Higher Secondary as well as Three Year Degree (TDC) courses in three streams: Arts, Science and Commerce. It is affiliated to Assam Higher Secondary Education Council (AHSEC) and Gauhati University (GU) respectively.

LUMDING COLLEGE Estd.-1959 LUMDING

Lumding College was accredited by the National Assessment and Accreditation Council (NAAC) with B+ grade in 2004 and in Cycle-II, the College was re-accredited by the NAAC with B grade in 2018. It was upgraded to Model Degree College by RUSA in 2019. It gives utmost importance to enhance the quality of higher education by considering the needs and expectations of each and every student.

The fraternity of Lumding College also considers the aspirations of people who are not able to pursue higher education due to various reasons. It has opened a study centre of the K.K. Handique State Open University which offers degree programmes such as BA, B.Sc., B.Com., BBA and BCA in the Distance mode. It has also opened a contact centre of the Institute of Distance and Open Learning (IDOL), Gauhati University in the campus which helps in pursuing various post-graduate programmes in the Distance mode.

Core Values

- In light of Swamiji's vision, we believe in imparting education and disseminating knowledge among youth, which is one of the best ways of nation building.
- Give due respect to all students and staff members.
- No gender biasness.
- Enhance professionalism with good human morale.
- Promote team spirit and healthy competition.
- Create healthy environment for effective teaching–learning process.
- Promote brotherhood, equality, integrity, and patriotism.
- Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens.
- Providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities.

SWOC Analysis

Strengths	Weaknesses	Opportunities	Challenges
Eco-friendly and amicable ambience for working.	Not a degree awarding institution as the College is affiliated to Gauhati University.	Improvement in infrastructure will usher in more opportunities.	Low admission in a few subjects.
Equal emphasis on curricular and co-curricular activities.	Shortage of ample opportunities for Research Activities due to funding problem by Govt., Non Govt. & External agencies.	Focus on research activities & collaboration with institutes and industries.	Students come with various vernacular and ethnic backgrounds and developing their communication skills is really a challenging job.

LUMDING COLLEGE Estd.-1959 LUMDING

Beyond the scheduled curriculum to make the students ready for the present global scenario.	In few subjects the enrolment of students is not adequate because of low demands.	Involving more faculty members in research oriented programs.	Sustainability of some courses and maintaining quality due to lack of support facility
Constant encouragement to faculties for pursuing Ph.D., research, advancement of career etc.	Inadequate physical infrastructure facilities.	To introduce skill enhancement program particularly in respect of IT sector and other entrepreneurial skill and employability.	Non-availability of adequate academic infrastructure such as smart class room etc.
Enhancing students employability skills by imparting training on Soft skill, Language skill and Life skill.	Collaboration activities is too limited.	External funding for research, project and innovative programs.	To maintain a consistent academic performance of students with a comparatively lower input at the entry level is a big challenge for the College.
Academic achievements of student in University examination.	Limited scope for academic flexibility as the college is an affiliating institution.	To introduce PG courses in all Arts, Science and Commerce subjects with support from the government.	The huge gap in the student teacher-ratio in some departments is a challenge in many ways
Resourceful Library facilities.	In order to cater to the demands to include students of the locality, minimum cut-off marks are very low which hinders the overall performance of the college	To establish Coaching Centre for different competitive examinations.	Due to limited physical infrastructure, it becomes a challenge to accommodate a good number of students
Initiatives are taken for slow learners through Remedial Classes.	No sanctioned posts for hostel, sweeper, day & night watchmen, etc. which results in financial burden on the institution.	To established Sports Training Centre to bring out the rural and urban talents.	Adaptability to an ever changing job market and changes in skill requirement is a challenge to the institution.
The campus is free from any type of	Complete automation of Administrative	Establish consultancy services	Keeping pace with continuous modification of

ragging and gender biasness.	Office and Library has still to be accomplished.	for educational and industrial sectors.	technological advancement and New Education Policy.

Strategic Goals

The IQAC team after several discussion and planning and guidance from the Mission and Vision of the Institutes Core Values, Stakeholder's expectations and SWOC analysis framed the Institutions Strategic Goals.

Institution Strategic Goals

1. To provide need-based quality Co-curriculum.
2. Following effective teaching- learning process.
3. Developing and following leadership and participative management.
4. Establishing a continuous Internal Quality Assurance System.
5. Ensuring good governance.
6. Ensuring students' development and participation.
7. Ensuring staff development & welfare.
8. Encouraging academic research and development work.
9. Effort to increase internal revenue generation.
10. Engagement in Community Services and Activities.
11. Developing physical and academic infrastructure.
12. To ensure sustainable benefit to learners for all round development.
13. To formulate adequate action plan to enable learners to equip themselves with competitive national and global environment.
14. To ensure adequate infrastructure and support system of quality education and to create awareness on human rights, value system, culture, heritage, scientific temper and environment.

Strategic Planning (2020-2025)

Parameters	Strategies	Identifiable Measures
Teaching-learning process	• Academic planning and preparation of Academic Calendar keeping parity with Gauhati University Academic Calendar • Development of master routine and preparation of departmental routine. • Preparation of Teaching/Lesson Plan based on CO & PO.	• No. of teaching aids • Syllabus completion • Projects reports, Seminars, home assignment etc. • No. of learning resources • No. of student counseling/mentoring/training sessions conducted. • Result of examinations. • Student feedback.

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	• Use of more teaching aids and adoption of more ICT based teaching-learning. • Enriching the current curriculum by introducing add on courses/value added courses which will prepare the students to compete. • Development of e- learning resources. • The College will organize orientation and training programs for imparting training to use ICT methods in teaching - learning process • Provide mentoring and personal support. • Follow a transparent and fair feedback system. • Evaluation parameters and benchmarking like sessional examination, home assignment, class test etc.	
Leadership and participative management	• To follow proper reporting structure. • Decentralize the academic, administration and student related authorities & responsibilities. • Prescribe duties, responsibilities and accountability. • Portfolio assignments. • Establishment of functional committees.	• Reporting structure in place. • Decentralization in various domains - academic, administration, staff welfare, student development, infrastructure management – appointments. • Code of conduct - duties, responsibilities and accountability. • Function of statutory committees – no. of meetings, minutes of meetings. • Planning & implementation
Internal Quality Assurance System	• Framing of quality policy & publishing regularly. • Formation of Quality Monitoring Committee & functioning. • Organizing professional development programme. • Periodic check & guidance for quality improvement.	• Number of IQAS initiatives • Audits Reports • AQAR submission

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	• Establishment of audit team and process. • Audit for remedial measures. • Promoting best practices. • Annual report preparation & submission.	
Good governance	• Vision, Mission development & their articulation in every key positions. • Evaluation of Institute's performance and benchmarking. • Institutional strategic goals setting. • Institutional Strategic development plan. • Monitoring and implementing the Quality Management Systems. • Following organization structure. • Smooth working of statutory committees. • Establishing E- governance. • Decentralization of powers and functions for bringing transparency in governance and functions is the prime priority of the strategy for governance and administration. • Leadership development through decentralization. • Establishing internal audit committee/internal check system. • Code of conduct and policy formulation, approval and implementation. • Establishing fair and transparent performance appraisal system.	• GB selection process • No. of GB meetings held • Vision and Mission, Dissemination & Review • Organization structure in place. • Degree of decentralization • Degree of E-governance • Resource mobilization • Staff appraisal & career advancement scheme in place. • Service rules & benefits.
Student's development and participation	• Budget allocation for student development programmes and activities. • Students Trainings & Placement Activities. • Formation of Students' Union.	• Number of student participation. • Number of sports, and cultural events organized.

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	• Student's representation in various committees and cells. • Participation in competitions. • Organizing competitions. • Rewards & recognitions of achievers. • Participation in extracurricular activities. • Participating in NSS, social and welfare activities. • To create a student-friendly campus which facilitates students' progress and holistic development. Measures like constant monitoring of the students by teaching staff and college authority, emphasis on regular academic and extra-curricular activities, etc. has to be initiated to generate interest among the students to participate in classroom activities as well as co-curricular activities.	• Regional, National & International competitions participated. • Regional, National & International recognitions received. • Sports infrastructure provided. • Funding for sports. • Number of career guidance workshops, trainings etc. • Number of skill development programmes. • Number of vocational trainings. • Number of placement drives organized and participated.
Staff development & welfare	• Follow up Recruitment Policy & implementation • Staff performance evaluation system. • Staff Training and professional development for quality improvement. • Best possible work facilities & infrastructure facilities. • Code of conduct, service rules & leave rules. • Staff welfare policy implementation • Implementation of Career advancement schemes • Rewards, recognitions and incentives. • Deputation for seminars, conferences and workshops etc. • Sponsorship/ Motivation for qualification improvement. • Support for research, consultancy, and innovations.	• Number of Staff attending professional development and training programs. • Staff training and professional development programs organized. • Number of staff welfare programs • Staff awards/ recognitions/ incentives

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Financial management	• Framing & implementation of Purchase and Financial policies • Department-wise budget planning and allocation. • Proper budgeting of income & expenditure. • Effective functioning of purchase committee. • Plans for Emergency Fund • Periodic Audit	• Annual Budget forecasting income & expenditure. • Utilization and allocation of funds. • Internal & External Audit
Institute - Industry Interaction	• Formation of industry- institute interaction Cell. • MoUs with industries for placement and practical training. • Support for internships, visits and trainings. • Identifications of industry needs and advice on Curriculum for extra courses apart from curriculum. • Providing opportunities for Industry based/sponsored projects. • Providing career guidance. • Strengthen training & placement activities.	• No. of active MOUs. • No. of Initiatives/activities through MOUs.
Entrepreneurship	• Establishment of Entrepreneurship Development Cell and effective functioning of Entrepreneurship Development Cell/like-minded Cell for promotion of Entrepreneurship Development. • MoUs with organizations for entrepreneurship development. • Providing training & guidance for entrepreneurship development. • Bringing more experts of the field for seminar, lecture, workshop for entrepreneurship development.	• Number of entrepreneurship workshop, seminars, trainings organized and participated • No. of graduates becoming entrepreneurs.
Research and innovation	• To encourage young minds to take up research, a Research Seed fund will be created to extend financial grant to the	• Amount of Research funds disbursed. • Number of research paper published.

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	faculty members for carrying out research projects on various topics of local importance. Selection of the project will be based on the recommendation of the Research Cell. Initiatives will be taken to publish a Research Journal. • To conduct academic writing workshop, seminar, and orientation programs in the college. • Fund generation through Project proposals. • Apply for Government/Non-Government industry, sponsored funds. • Collaborations with Government & Private Institutes, Universities and Research Organizations.	• Number of research projects completed. • Number of Research methodology workshops and seminars conducted. • Activities of Research Cell
Alumni Interaction	• Formation of alumni association, participation and registration. • Data base creation, Regular interactions with alumni and networking. • Recognition of successful alumni • Sponsorships/scholarships/fund generation	• Alumni data base • Number of interactions • Support for internships/placements/ projects/ consultancy • Contribution towards students development
Community Services and Outreach Activities	• Budget from institution resources/Faculty/students. • Identify community and social development work. • Identify challenges of society for development work. • Provide vocational training /job oriented training as per local needs at the institute. • Educational support to village people. • Conducting awareness camps. • Vibrant NSS and Extension Activities Cell.	• Number of trainings/ awareness camps organized. • Number of social projects undertaken. • Number of Skill development programs for weaker sections. • Number of social welfare or outreach programmes done. • Number of people benefited in each program.
Physical infrastructure	• Infrastructure building development & modification.	• Number of buildings, class rooms added • New Laboratories added

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	• Continuous efforts will be given for optimum use of physical infrastructures. Construction of new class rooms are in progress to meet up the required demands. • Initiatives have been taken to install drinking water devices in all the academic blocks of the college. • Smart Class rooms, Tutorials, and Seminar halls. • Modernization of Laboratory • More ICT enabled classrooms • Library infrastructure up gradation • Functional facilities for e-learning • Developing sports (indoor/outdoor) facilities • Rain water harvesting • Renewable Energy usage • Hygiene, zero plastic & green campus • Waste management	• New equipment added • Annual budget allocated & utilized • Harvesting & Recycling of water • Renewable energy source development • Green initiatives
Academic infrastructure	• Training on use of e-resources and digital library among students. • Departmental Library resources • Laboratory equipments • ICT enabled class rooms • LCD projector based Class room.	• Number of text and reference books in library • Number of National & International journals • Automated Library • Smart Classroom • ICT enabled classrooms

Strategy Implementation and Monitoring

After approval of Strategic development plan the next step is its implementation. During implementation the progress of strategy shall be measured from time to time. Hence, the measurable success indicators are clearly spelt out in the implementation document. The Principal along with IQAC team member will be the custodian for strategic plan and its deployment.

Implementation at Institute Level

Governance & Administration	Governing Body and Administrative Office.
Students Admissions	Principal, Academic Committee, Admission Team, Students Union

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Statutory Compliance	Principal, HODs, Coordinators
Infrastructure (Physical)	Governing Body
Infrastructure (Academics)	Principal, HODs
Teaching- Learning	Principal, HODs, Faculties and Staffs
Research & Development	Principal, HODs, IQAC, Committees and Cells
Students Development	Principal, HODs, IQAC, Committees and Cells
Departmental Activities	HODs and Faculties
Training & Placement	Principal, HODs and IQAC Committees and Cells
Quality Assurance	IQAC Team

Monitoring of Strategic Plan

The implementation of strategic plan will be monitored time to time by Principal, Academic Committee, IQAC and other committees through periodic review. The team IQAC will prepare the detailed progress report and present it in the review meetings. The benchmarking of quality standards and its monitoring, evaluation of attainment will be carried out by the IQAC independently. The IQAC will report the findings to the Governing Body. With thorough analysis of outcomes and based on IQAC report, the Principal will recommend the corrective actions, need of further processes and deployment of resources. All these reports will be forwarded for further discussions and implementation by the Governing Body.

Conclusion

The strategic planning and deployment document is an effort for paving a pathway towards accomplishment of goals that Lumding College dreams to achieve. Just formulating the strategic plan doesn't ensure success, but it provides a guiding framework which is a collective effort delivered by the process of participative brainstorming of stakeholders. The proper implementation of strategies through teamwork with good spirit leads to success and sustainability over a longer time through a dynamic process. It needs continuous evolution to incorporate the lessons learnt during the implementation and emphasizes the role of IQAC in ensuring the quality of implementation.

Signature of the IQAC Coordinator

(Dr. Sanjay Kanti Das)

Coordinator, IQAC

Lumding College

Lumding, Hojai, Assam.

Co-ordinator
IQAC
Lumding College
Lumding, Hojai, Assam

Signature of the Head of the Institution

(Dr. Mrinal Kanti Paul)

Principal

Lumding College

Lumding, Hojai, Assam.

Principal
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Lumding, Hojai, Assam

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