

SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

IDEAL GIRLS' COLLEGE,AKAMPAT

**AKAMPAT, IMPHAL EAST, MANIPUR
795001**

www.igcakampat.ac.in

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Introduction

The Ideal Girls' College, Akampat, Imphal-East, was established on 6th December 1970, with the specific aim of taking care of the girls community who lack access to collegiate education in the rural areas of Imphal-East in particular and Manipur in general. It is located at a distance of about 5 km from the state capital city Imphal with a total area of 7.5 acres of land.

The college has been striving for providing easy access to higher education, imparting academic and technical values and other co-curricular activities to the girl community by providing an appropriate platform to realize their full potential. It is the only government girls' college in Imphal-East district of Manipur and second government girls' college in whole state of Manipur. The college fulfils the aspirations of a wide spectrum of educationists and intellectuals who had been clamoring for a separate college exclusively meant for women. The college has 13 departments in Arts and Science streams, adequate teaching blocks and 54 dedicated and experienced faculty members- Ph.D. and M. Phil. degree holders and JRF/NET/SLET qualified.

The college has well-furnished two girls' hostels, two multipurpose halls, one for indoor games especially for badminton, another for the Gym club, equipped with almost all the equipments required to maintain good physique and health. A lavish campus equipped with the latest infrastructure, right ambience, committed and qualified faculty makes it an ideal place for acquisition of knowledge and learning. The college has produced many eminent sports persons of national and international repute and won several prizes.

Vision

Vision

Ideal Girls' College envisions a world where women have their rightful place and are given due recognition as leaders to reach the top positions in all sectors of human endeavor. To give shape to this vision, Ideal Girls' College continually reaffirms and embraces its responsibilities to build on its historic legacy of leadership in education of women. It remains strongly committed to addressing issues of gender in all their complexity and preparing the young girls' to-

- lead successful lives enriched by the love of learning;
- build personally fulfilling lives radiating integrity, unity and strength of character;
- sustain purposeful engagement with the society with an open mind and balanced perspective;
- meet with confidence the challenges and difficulties/hindrances they will encounter in their life;
- flourish in different socio- cultural milieus in an increasingly interconnected world;

-uphold the core institutional values of respect for diversity, inclusiveness and humanism.

Vision of the college is to enable each and every student to develop self-reverence, self-knowledge and self-control. Spiritual education is integrated harmoniously with ethical, physical, and metaphysical teachings. This college prepares its students for acquiring degrees and also cultivates self-knowledge and self-realization. In order to fulfill its vision, the college focuses on not only the class room teaching and learning but also organize and engage in other activities such as seminars, workshops, study tours, remedial coaching classes, computer training, extension activities of NSS, games and sports, cultural programme, library facility, provide Wi-Fi facility, giving awards to meritorious students, and many others.

Mission

Mission

The college has its own academic calendar to fulfill its mission of making a profound difference in the lives of girls students by empowering them to attain their full potential through pursuit of knowledge, achieve academic excellence, acquisition of skills, development of character and self-esteem and recognition of right and responsibilities.

- To stimulate active learning environment attracting young girls students with exceptional desire to make a difference to the society.
- Competencies for new domains of knowledge and the future of work in a globally connected world
- Early mentoring for leadership instilling capacity to explore new ideas, take intellectual risks and usher paradigm shift.
- To improve and strengthen the college as higher learning center, it would introduce new courses, new combinations and interdisciplinary courses relevant of the changing times so as to prepare and foster global competencies among students.
- To expose teaching faculty members to orientation and refresher courses in academic staff colleges at various universities, and seminar and workshop in different academic areas.
- To encourage and support the teaching faculty and students for value based research and extension/projects so as to explore their potentials and contribute to the society at large.
- To apply for B.Voc. programme and strengthen placement cell to facilitate campus recruitment.
- To organize extra tutorial and remedial classes and advance coaching classes for students aspiring for competitive examinations.
- To impart computer literacy and equip the teaching faculties and students with ICT skills.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

STRENGTH:

1. College recognized in 2(f) and 12(B) under UGC Act 1956
2. Good academic performance of the students
3. Qualified, experienced and dedicated teaching faculties
4. Skilled staff

5. Well- furnished Infrastructure and Equipment
6. Excellence in sports and culture; NSS activities
7. Eco friendly campus
8. Well function IQAC
9. Maintenance of the Rules and Regulations of UGC, Concerned University and Departments by performing unit wise class test, theory and practical classes of semester system; service oriented extension activities through NSS; placement, personality and skill development programme under RUSA etc.

Institutional Weakness

WEAKNESS:

1. Social, ecological and environmental factors
2. Inadequate financial support
3. Prolonged lack of manpower and well equipped infrastructures
4. Inadequate modern ICT facilities.
5. Weakness: Modern technique of e-learning, computerized library with qualified trained librarian and staff.

Institutional Opportunity

OPPORTUNITIES:

1. Eco friendly campus
2. Multidisciplinary courses
3. Women empowerment and emancipation
4. Sports facilities
5. Immense scope for starting new job oriented courses.

Institutional Challenge

CHALLENGES:

1. Insufficient financial support from Governmental departments.
2. Frequent bandhs and blockades of the state hindering academic atmosphere.
3. Weak Student outcome/ strength/turn out/enrolment.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Curricular Aspects

Ideal Girls' College, Akampat is an affiliated institution of Manipur University. The Manipur University frames the curriculum of all the subjects to be studied in various affiliated institutions. Our college is mainly concerned with the implementation of the curriculum as framed by Manipur University. Accordingly, our institution has created conducive atmosphere in the campus to support the effective delivery of all components of the curriculum like teaching, learning, assignments, projects, assessment and other methods used to evaluate student learning. The faculty members carry the spirit of the curriculum with utmost sincerity and with a missionary zeal in their teaching. The college has 13 departments in Arts and Science streams. The curriculum mainly focused the issues such as gender studies, climate change and global warming, inclusive and sustainable development, disaster management, demographic change and population explosion, human values, rights and duties, knowledge of constitution, etc.

The institution obtains regular feedbacks from the teachers regarding design and review of syllabus. Collecting feedbacks enable us to develop the curriculum incorporating emerging needs of the students' community in particular and society at large. In order to achieve the effective curriculum delivery, all the faculty members are allowed to expose to various training programmes such as orientation courses, refresher courses, short term courses, seminars, conferences and workshops.

Teaching-learning and Evaluation

Teaching and Learning Evaluation

Our college is the only women college in the entire Imphal East District, Manipur . As far as enrolment of the students are concerned there is room for improvement. The students enrolled in the college are from the state. Reservation policy at the time of admission is strictly followed. There are fifty four full-time teachers. The teaching faculties are amalgamation of well qualified young and experienced teachers. The students enrolled in the college are from diverse backgrounds including OBC, ST and SC . Fortunately, we have no differently able students. In order to address the gender issues, the college has constituted the Women and grievances cell to look into the students' sexual and other harassment complaints, resolves the grievances and takes all necessary measures to curb the complaints in future. The cells keep counselling the students at regular intervals and identify the issues. We feel happy to say that there is no complaint received in the last five years.

Teacher-student ratio is around 1:20. Among the faculty 17 are Ph.D. holders. Students are encouraged to approach the concerned teacher to question the rationale behind the assessment.

Grievances regarding main examination are dealt separately by the university. The institution strictly follows the academic calendar of the university. Methodology for program outcomes, program specific outcomes and course outcomes are explained at length in the stipulated paragraph. There has been a consistent rise in the pass

percentage of our students. Data is presented in the prescribed format. We have done our best to develop students' data base and the same is enclosed for your kind perusal.

Research, Innovations and Extension

Research, Innovations and Extension

Our institution believes in exploring new ideas and concepts through engaging the teaching faculty members in various research and academic activities. At present the institution has 54 dedicated and experienced teaching faculty members. 17 teaching faculty members are Ph.D. degree holders and 20 of them are M. Phil. degree holders. One of our faculty members is also guiding Ph.D scholar students. Some of the teaching faculty members are pursuing their Ph.D. in various university. The teachers had published books, chapters, several research papers in the national journals, presented papers in seminars, workshops and conferences. The teaching faculty members are participating in academic training programmes such as orientation programmes, refresher courses, short term courses, etc. to learn and keep abreast with the latest developments and strive for individual and institutional excellence.

The college organized a national seminar on 'Human Gender and Development' under the sponsorship of Department of Social Welfare, Government of Manipur. As part of extension and social responsibility activities, the college had organized various awareness programme such as Food Safety, Cultural and Literary Week, Annual Sports Meet, World Breast Feeding Week, International Ozone Day, Awareness Programme on AIDS and HIV, Yoga Day, Biodiversity Conservation, World Environment Day, Tree Plantation Programme, Patriots Day, Nai Talim Day, etc. One of our teaching faculty members have been honoured with state awards for engendering a strong environmental conscience in the State of Manipur on the occasion of World Environment Day 5th June 2015. Both the students and faculty members of the college have actively involved in these activities.

Infrastructure and Learning Resources

Infrastructure and Learning Resources

The institution has a spacious eco-friendly environment with an area of about 7.5 acres. Above the human resource, the infrastructure includes class-rooms, administrative block, laboratories, staff rooms, library, sports equipment room, Girls hostels, indoor hall, gymnasium, sanitary facilities, vehicle parking, etc. with a scope for future improvement. A separate rooms are provided for different committee, cell, IQAC, NSS, Sports wings, Student Union, etc. Separate arrangement has been made with IT facilities for the aid on programme sponsored by RUSA. The college has its own canteen inside the campus. The library has a total collection of nearly ten thousand books. For regeneration and replacement of the infrastructure, the college has been trying to co-operate with other departments.

Equipment and facilities are available for ICT enabled teaching learning which includes laptops, LCD projectors and other relevant facilities. UGC had provided laptops to each and every department of the college. Under

RUSA, infrastructure such as desktops, projectors, furniture, etc. are provided and above these, internship programme are also facilitated to the students of the college as a part of vocationalisation of higher education.

Student Support and Progression

Student Support and Progression

Under the leadership of the Principal the college has different form of student support systems – Student Union, committee for SC/ST, minority cell, Grievance Redressal Cell, Internal Compliant Committee, OBC cell, NSS Units, Alumni Association, Women Cell, Career Counselling and Student Support Cell. Students are also encouraged to take part in various co-and extra-curricular activities that are regularly organised by the College. NSS cell are regularly organising programmes in the college, and arranges for participating in various programmes conducted by the Government/NGOs outside the College. The students are provided indoor and outdoor game facilities. The college emphasises the student's employment opportunity by providing required employment opportunity by providing required knowledge and practical and entrepreneurial skill during their course of study. The college also provides facilities for 40 bedded hostel rooms. Wi-fi facilities provides in the campus. In order to encourage the students to further excel in their academic activities, the college has been giving Cash Awards to the Position Holders in the B.A. and B.Sc. Final examinations every year. The college has excellent facilities and support system for sports activities and the students are encouraged to participate in various state, national and international level competitions. Many students have won awards and prizes in various national and international level sports competitions. The college has been giving Cash Incentives to outstanding sportspersons of the College.

Governance, Leadership and Management

Governance, Leadership and Management

The goals and objectives of the Ideal Girls' College are to impart value-based higher education within easy reach of the girl students in general and especially of Imphal-East. It also aims at inculcating scientific temperament, personality development and civic responsibility through the various academic exercises and co-curricular activities. In order to fulfil the objectives of the college, the Principal as the head of the institution involves in all affairs of the college through concerned authorities. Leadership functions are student centric or focused. Principal monitors the working of the teaching staff and non-teaching staff in order to ensure proper implementation and continuous improvement in the academic activities, development programmes and financial management. Principal mainly ensures an academic integrity by keeping an eye on the regular progress of classes, listening to the grievances of the students and teaching and non-teaching staff and try to solve problems. The leadership is also reflected in the regular meetings and interactions with the official staff to uphold strategies and directions in the overall administration. The principal monitors the working of the official staff for maintenance of transparency and accountability in the management of financial as well as academic activities. Principal also timely intimates and shares the necessary information to the concerned higher authorities in matters of the management and development of the college. Principal provides ample opportunity and freedom to the heads of department (HODs) and different committees and cells that resulted in grooming the culture of participative management and decentralised administration in the college.

Institutional Values and Best Practices

Institutional Values and Best Practices

The Ideal Girls' College, Akampat, Imphal East has been striving to impart and spread academic knowledge and co-curricular activities to the girl students so as to fulfil societal needs and to make them global competency. The college believes in inculcating the moral values and sense of social responsibility to the students. In order to fulfil the institutional ideals and objectives, the college take up some initiatives or best practices such as **Reformation of teaching-learning processes, Women empowerment and Academic and sports financial help.**

The college initiated and pursued '**Reformation of teaching-learning processes**' to ensure effective implementation of value-based education to the students. Through this practice, it has been striving to impart and spread academic knowledge and co-curricular activities to students. To encourage student centric teaching-learning methods with innovative aids and practices is the core of this programme as the traditional classroom lecture method cannot fulfil the needs of the changing time. The students are exposed to the various programmes organised by the college, government and NGOs. Our institution has resolved to take up the issue of **women empowerment** and gender equality for the students. In this noble endeavour, the women cell of the college actively involved and organised awareness programmes such as discussions, seminars and workshops on gender issues. The college has produced many good students and eminent sports personality of national and international repute and earned several prizes. In order to continue the legacy of excellence in academic and to remain as sports power house, the college initiated the **academic and sports financial help.** Such initiatives that include cash incentives help and encourage the students to participate at the national and international sports competitions.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	IDEAL GIRLS' COLLEGE,AKAMPAT
Address	Akampat, Imphal East, Manipur
City	Imphal East
State	Manipur
Pin	795001
Website	www.igcakampat.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
IQAC Coordinator	Th. Tilakraj Singh	0385-2445513	9862035944	35944-986203594	tilakigc2016@gmail.com
Principal	Th. Binarani Devi	0385-2445518	9436037407	35944-9862035944	igcakampat12@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	06-12-1970

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Manipur	Manipur University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	18-02-1987	View Document
12B of UGC	18-02-1987	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Akampat, Imphal East, Manipur	Rural	7.5	8208.6

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	XII PASS	English	25	20
UG	BA,History	36	XII PASS	English	25	14
UG	BA,Manipuri	36	XII PASS	Meitei\Manipuri	25	0
UG	BA,Political Science	36	XII PASS	English	25	15
UG	BA,Geography	36	XII PASS	English	25	3
UG	BA,Economics	36	XII PASS	English	25	4
UG	BA,Philosophy	36	XII PASS	English	25	6
UG	BA,Home Science	36	XII PASS	English	25	6
UG	BSc,Mathematics	36	XII PASS	English	24	0
UG	BSc,Botany	36	XII PASS	English	24	13
UG	BSc,Zoology	36	XII PASS	English	24	13
UG	BSc,Chemistry	36	XII PASS	English	24	10
UG	BSc,Physics	36	XII PASS	English	24	0
UG	BA,Education	36	XII PASS	English	25	9

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				10				61			
Recruited	0	0	0	0	4	4	0	8	15	30	0	45
Yet to Recruit	0				2				16			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				18
Recruited	3	3	0	6
Yet to Recruit				12
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	6	11	0	17
M.Phil.	0	0	0	0	0	0	7	13	0	20
PG	0	0	0	4	4	0	3	5	0	16

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	1		0		1

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
		UG	Male	0	0	0
	Female	104	0	0	0	104
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	0	3	1	2
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	3	3	2	4
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	20	29	41	53
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	37	33	50	39
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		60	68	94	98

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 14

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	14	14	14	14

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
98	94	68	60	72

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
90	90	90	90	90

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
18	15	23	15	13

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
54	40	12	12	12

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	12	12	40	61

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 11

Number of computers

Response: 20

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
62.73	31.54	2.16	15.86	9.73

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

Response:

Ideal Girls' College, Akampat is an affiliated institution of Manipur University and not an autonomous institution. The University concerned frames the curriculum of all the subjects to be delivered in the affiliated institutions. Accordingly, this institution has created and maintained an inspiring atmosphere in the campus to support the effective delivery of all components of the curriculum like teaching, learning, assessment and resource in its core function of teaching at the class room level.

The curriculum here aims to equip students with deeper knowledge in their core subjects, necessary skills and moral values in their personal life and meaningful participation in the society as responsible citizens of the country. The mission of the curriculum and its teachings is set to develop in each student critical and creative thinking, evaluative ability, communicative skills, team spirit, inventive and innovative attitude and aptitude in all programs.

In order to achieve the realization of the above said aims and the mission of effective curriculum delivery, all the teachers in general are sent for trainings like orientation programs, refresher courses, short term courses, seminars, conferences and workshops.

With their expertise, the trained teachers employ effective teaching methods to accommodate diverse learners and multiple intelligences, understand the curriculum thoroughly at the conceptual level and prepare a teaching plan.

To sum up, as for the effective curriculum delivery, the teachers are the true critical internal role players in implementing, assessing and imparting quality education to the students. The curriculum categorically identifies the outcomes of the learning, standards and competences of the students and helps to build a solid foundation to support learning in their current and higher level of studies.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 1

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	00	00	00	00

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 3.85

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 28.57

1.2.1.1 How many new courses are introduced within the last five years

Response: 04

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 28.57

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 04

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years**Response:** 20.14

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
30	0	25	20	00

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum**Response:****Response:**

The curriculum provides a major space for the cross-cutting issues relevant to Gender, Environment Sustainability, Human Values, Professional Ethics and Development of Creative and Divergent Competences in all disciplines. In general, these issues prove to be very effective in shaping the positive attitudes and aptitudes of the student and help them form their critical and creative sensibility. The students are exposed to inculcate moral values, humanistic spirit, environmental awareness and professional ethics. The college ensures that the courses offered integrate cross-cutting issues related to gender, environment and ethics that aim to uphold basic human values. Some of the courses include:

- **Gender:** As per the syllabus of Manipur University, the college offers a General Foundation Courses from 1 to 4rd Semester. GFC third semester is entitled with Regional Development: North East India. This last unit in on Women Movement. This paper focuses on the issue of gender and women empowerment emphasizing on the social, ethical, political and economic aspects of various communities with particular reference to Manipur society.

As per Manipur University Syllabus, the third paper of Political Science is “Indian Government and Politics” (3rd Semester students). The third unit of this paper titled ‘Women Empowerment’ focusses on the concept of women empowerment and its problems. The aim and objective of this chapter is to enlighten the students of the various socio-political issues on women by critically analysing on these issues with reference to the different culture and customs of different communities of the Indian society.

- **Environment and Sustainability:** The course content of the syllabus as provided by Manipur University is highly enriched with topics related to environment like concept of ecosystem, interaction of biotics and abiotic factors, concept of biodiversity, etc. It aims in creating awareness to the students by the way of incorporating the various important issues of our environment in relation to the present global context. The students are taught about the degradation of our environment in relation to the present global context. The students are also given detailed idea about the need of preserving our environment and a sustainable utilization of our natural resources for a better environment in future.
- **Human Values and Professional ethics:** The Department of Philosophy offers an Elective Paper on Moral Philosophy. The structure of this paper is such that it consist chapters on both moral theories and their practical aspects. The paper aims to enlighten students of the ethical and moral aspects of our daily lives and instils in them the ability to ratiocinate and assess the ethical implications of dilemmatic situations. The paper consists of a Unit on the practical aspects of moral philosophy that includes chapters on Value of life, Moral Attitude to the Environment and Animals, among many others. The main objective of such a paper is to cultivate and uphold values that humans hold desirable. It can be maintained that any paper on ethics will lay the foundation for issues related to human values and obligations, which is applicable to both professional and personal spheres of life

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 1

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 01

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document

1.3.3 Percentage of students undertaking field projects / internships	
Response: 54.08	
1.3.3.1 Number of students undertaking field projects or internships	
Response: 53	
File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

<p>1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise</p> <p>A. Any 4 of the above</p> <p>B. Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: D. Any 1 of the above</p>	
File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p>
--

C. Feedback collected and analysed**D. Feedback collected****Response:** B. Feedback collected, analysed and action has been taken

File Description	Document
URL for feedback report	View Document

N
A
A
C

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 17.69

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
98	94	68	60	72

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
480	480	480	420	360

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 41.11

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
59	44	35	23	24

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:**Response:**

Students admitted to the college comprises both slow-learners and advanced-learners. The college takes appropriate steps to identify slow-learners and advanced learners after admission. The teachers of the college assess the learners through various ways. Some of the means adopted include interaction within and outside the classroom, feedback from the students, assessment through tests and assignments.

Remedial and extra classes are arranged after identification of problem areas, difficult concepts in the syllabus precedes assignment and tests. Quiz, group discussion and seminar and workshops encouraged and organized. Attendance is also strictly checked.

Different steps are taken up to cater to the needs of the slow-learners. Firstly, the problem areas of the students are identified and necessary follow up actions are deliberated upon the students under the supervision of the Heads of Department. The teachers identify difficult concepts and problem areas in the syllabus which will be difficult for the slow learners. Bilingual mode of lecture is adopted for the benefit of the students, particularly the slow-learners. Remedial classes are conducted beyond the normal class timings for the benefit of the slow learners. In such classes, basic knowledge and skills which are the stepping stones for acquiring higher level of knowledge and skills are imparted. The college encourages the teachers to engage the slow-learners at the individual level so as to cater to the needs of the students in a personalized manner. The progress of the slow-learners is mapped so as to enable the teachers to adapt to the changing needs of the students.

Advanced learners are identified through assignments, class tests, feedbacks and formal and informal interactions. As the needs of the advanced-learners are different from those of the normal student, the college employs extra steps to cater to their needs. The advanced-learners are referred to more advanced books and other study materials. The library houses advanced books to benefit the advanced learners. Such

students are given assignments which are of advanced nature, for instance, assignments requiring analytical skills and related to current affairs, to further arouse their intellectual curiosity. The college organizes Seminars, Workshops, Group discussion and Interaction Programmes from time to time. Advanced-learners are encouraged to participate in such activities. The college also provides free internet facilities to the students so as to enable them to access to latest information from around the globe.

2.2.2 Student - Full time teacher ratio

Response: 1.81

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

Response:

To cater to the needs of the students, the college gives detailed attention to the teaching methods adopted to improve student. The college upholds the view that learning is a two way process, wherein the students not only gain academic knowledge, but in the process the teachers also develop their pedagogical skills. Learning, as such, is not only confined to the classroom but it is taken beyond it. Thus, the aim of learning is to make the students active learners, and for that the college adopts various measures to invigorate the minds of the students. Some of the teaching methods adopted for student centric learning process include,

- **Tutorials:** The tutorial classes organized by the college aim to make the students actively participate in the learning process through group discussions, presentations by the students.
- **Class Assessments:** The teachers prepare pop tests and take class tests and presentations to assess the learning potential of the students.
- **Home assignments:** Students are given home assignments and projects to train them for independent research and learning.
- **Library visits with students:** Teachers and students together visit the library as part of interactive learning process, where the teachers introduce the students to new and recent researches in their respective fields of studies; and in the process, address the academic needs of the students.
- **Field trips:** Many departments such as Home Science, Science, and Geography organize mandatory educational field trips as part of their teaching-learning process. The college also

organize educational excursions annually to enhance meta-academic knowledge and to create awareness of social and personal development of the students.

- **College Events:** The College organize various co-curricular activities and annual events including Youth Festival and Sports Meet for the all-round development of the students.
- **Awareness Programs and Internship programs:** The College has also been organizing awareness programs in social, environmental, personal and many other fields. Over the years, it has organized AIDS and HIV awareness programs, Environmental and biodiversity conservation awareness by encouraging students, teachers and non-teaching staffs to plant saplings in and around the college campus, and Food Safety programs, to mention few. As observation of Swachhta Pakhwara, the NSS Cell of the college also organized a cleaning program of Imphal Inter-state Bus Terminal. The college also organized Swachh Bharat Summer Internship Program (2018) where the main objective of it was to create sanitation and hygiene awareness, and also to train students to perform in a professional environment.
- **Competitions:** The College organized intra-college and state level Painting and Quiz competitions respectively for the students to cultivate and augment their talents and abilities.

Future plans: Apart from the above pedagogical methods adopted so far, the college still firmly resolves to increase and improve the student centric learning process by planning to organize many academic and non-academic programs for the students; such as, seminars, workshops, Community Contact Programme, and many others.

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

Response: 27.78

2.3.2.1 Number of teachers using ICT

Response: 15

File Description	Document
List of teachers (using ICT for teaching)	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 98

2.3.3.1 Number of mentors

Response: 1

2.3.4 Innovation and creativity in teaching-learning

Response:

Response:

Creativity and innovation is the essence of teaching and learning in the social science subjects. It ignites a passion for learning and provides students with the tools they need to succeed in the innovation economy. Using innovative teaching methods to better serve students and to teach them about the benefit of innovative thinking, does so much more than just 'fill the pail'. In order to provide meaningful education to the students, the Ideal Girls' college gives healthy emphasis on innovation and creativity in the teaching-learning process. The teachers of the college adopt both lecture method and interactive method. The focus in both the methods is on student-centric method. Efforts are made to have a two-way traffic system inside the classroom where the information is gapped and students are required to discuss and share their findings before the actual information is given. Appropriate topics and themes are identified for Group Discussion, as an example. During such sessions, students are at the helm of the affair; teachers guide the students but remain more as a moderator by observing the activities of the students. The idea is to ignite the minds of the students and also to develop leadership qualities.

When we think of innovation nowadays, we usually think of technology. However, in a field such as education, it's just as important to focus on innovations in areas such as child psychology, learning theories, and teaching methods. Students are encouraged to form study groups with the aim of developing collaborative/cooperative learning. Such groups help students to exchange ideas amongst themselves and help develop the spirit of cooperation. To further enhance the knowledge of the students, fieldwork, projects, surveys and so on are organized from time to time. The college undertakes field trips to various places to give the students first-hand experiences. Places which are of historical importance and others which are related to nature are on the list.

Bringing innovation and creativity to the normal language classroom is like introducing a new toy to a toddler. The chalk and talk approach to teaching and learning is something that they have grown so accustomed to that anything, just about anything new is welcomed by the learners. So, Ideal Girls College employs audio-visual mode of teaching. Devices like Projectors are used to deliver classes as and when required. The college has internet and Wi Fi facilities, the access of which is given to the students without exacting any costs. Students are given the opportunity to practice the skills just learned based on real life situations created for them before the real assessment of their ability to put into practice the skills is conducted.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 186.6

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years**Response:** 7.04**2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	1	2	1

File Description**Document**

List of number of full time teachers with PhD and number of full time teachers for 5 years

[View Document](#)**2.4.3 Teaching experience per full time teacher in number of years****Response:** 6.9**2.4.3.1 Total experience of full-time teachers**

Response: 372.6

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years**Response:** 3.85**2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1	0	0

File Description**Document**

Institutional data in prescribed format

[View Document](#)

e-copies of award letters (scanned or soft copy)

[View Document](#)**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response:** 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

Response:

The college ensures that it maintains the quality of education by consistently evaluating the performance of the students. For this, the respective teachers of all the departments hold internal assessments through various modes, as oral quiz or presentations, written class tests, home assignments and projects. As a part of reforming the existing evaluating process, the teachers introduce innovative ways of assessing by organizing pop quizzes from time to time to assess the promptness of the students, and in the process gain constructive feedbacks from them. The college firmly believes that creative and innovative methods and techniques employed in teaching will increase the proficiency, aptitude and ability of the students, and in turn, increase the efficiency and effectiveness of the education system.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

Response:

The college regulates its internal assessment system strictly, methodically and transparently. The teachers prepare questions according to the syllabus for the tests and subsequently, evaluate and mark the performance of the students. The tests are conducted in a regular interval of time to familiarise students with the subject-matter covered in class, and to acquaint and train them to sit for many competitive exams that the students will face in future. To maintain transparency in the evaluation methods, the teachers published the marks obtain in the college notice board and hands out the evaluated scripts to the students for addressing any issues arising out of it. In one semester, for each paper, there are two internal assessment tests. Overall, the performance of the students is evaluated out of twenty marks. The college ensures that the tests conducted are interesting and stimulating for the students by bringing variance in the nature of the tests conducted.

File Description	Document
Link for Additional Information	View Document

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

Response:

Ideal Girls' College maintains the quality of education by consistently evaluating the performance of the students. For this purpose, above the semester exams conducted by the concerned university, teachers of the respective departments of the college hold internal assessment through various modes- oral quiz or presentation, unit-wise written class tests, home assignments and field projects. The college Academic Committee, Admission Committee and Examination Committee look after examination related matters with the overall leadership of the College Principal. They issued notice from time to time seeking suggestions and comments regarding the preparation and conduct of the internal college examinations as well as university examinations hosted by the college. Supervising invigilators are appointed during the University Semester examinations to assist the Officer in Charge and Assistant Officer in Charge and especially for detecting any unfair means or related matters.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The academic calendar of the college is uploaded in the college website, and all the staffs ensure that the internal evaluation methods that are adopted by the college strictly adhere to it. The Academic Calendar of the session 2018-19 uploaded in the college website shows that the Academic Session will commence from July, 2018 to January, 2019. There are two modes to evaluate the performance of the students: External examination and Internal Assessment. Since the college is affiliated to Manipur University, all matters of external examination are regulated by the concerned university. The Internal Assessment, however, is conducted by the concerned teachers of every department. The tests are conducted twice in a semester and the teachers ensure that there is transparency in all its functions.

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 on website and communicated to teachers and students

Response:

As of yet, the college does not have an advanced procedure to assess students' learning outcomes.

However, there are other methods adopted by the college for the same. For instance:

- The teachers' evaluations of tests performance during the semester as part of internal evaluation are uploaded on the college website to maintain transparency in the evaluation system.
- The results of the semester examinations are uploaded in the college website.
- The concerned teachers take feedbacks from students frequently in the classroom to address students' concern of the entire evaluation methods and its learning outcomes.

File Description	Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The outcomes of various aspects in the institution are aligned with its mission. The college strives to maintain the best way in moulding and shaping the learners intellectually, emotional and spiritually in order to shape a good citizen. In the process, performances and results of the students in class, assignments, internal and external examinations are frequently communicated to the students, parents and principal of the college by the teacher concerned through the Academic Committee. The distinguished students are further encouraged and motivated with token of appreciation and awards by the college. However if the performance of the students are found unsatisfactory in all examinations, the matter is referred to the Principal and along with the support of the teachers concerned, the students are given remedial and extra tutorial classes. As far as the attainments in social as well as economical outcomes are concerned, the institute ensures that co-curricular activities are carried out with value added and socially enriched programs. For attaining feedback and positive outcomes of all the programmes, the college Academic Committee is taking full responsibilities under the guidance of the college Principal. Besides, the college offers vocational courses, and also vocational and extra-curricular trainings are conducted at regular interval to pave the way for self-employment and self-reliance with the support of the concerned Department.

2.6.3 Average pass percentage of Students

Response: 90

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 18

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 20

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 00

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 00

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The Institution provides healthy atmosphere, infrastructure, resources, confidence for enhancement of the capacity and competencies of students and teachers in research and innovative activities. Students and faculty members are encouraged to undertake innovative activities which are helpful for creation and transfer of knowledge. Such activities are helpful in developing leadership qualities, various skills,

planning, budgeting, marketing and organizing.

The college motivates the students to prepare wall-papers, posters, exhibits to transfer knowledge on recent issues. The college also arranges industrial visits & study tours to impart subject-related knowledge to the students. The College has introduced Vocational Course (One-Year Diploma in Tourism and Hospitality Management) for the Third Semester students to impart knowledge in the field and to enhance their employability. There is no separate incubation centre but the college provides e-resources through Internet connected computers. The faculty members are empowered to take up research activities utilizing the existing facilities. The IQAC, in a way, conducts research by tracking the various academic exercises of the faculty members of the college. The college motivates the teachers to undertake minor and major research projects from various funding agencies. The college strives to create research culture among the faculty members and the students. The college helps in identification and assistance for securing finances from various Funding Agencies, both Government and Non-Governmental Organizations to undertake minor and major research projects and also to increase the number of research publications by teachers. The college encourages the teachers to organize seminars, conferences and workshops. Industrial visits & study tours are organized to impart subject-related knowledge to the students. The Principal has produced a number of research scholars. She encourages the students and the teachers to undertake research activities. It is the usual practice of the institution to allow admissible leave facilities to the teachers to attend seminars, workshops and training programmes etc. Adequate provisions are made for procurement of books and journals and dailies for the Library. The library is equipped with modern technologies. This is helpful for creation and transfer of knowledge.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 2

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	0	0	0

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.22

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	3	2	3	6

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.77

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	5	8	2	2

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Response:

The college firmly upholds the view that education is not only confined to the classroom and aims at the overall development of the students. To further this end, the college organizes extension activities and awareness programs within the college as well as in collaboration with many social organizations in various social, environmental and health and sanitization issues. Over the last five years, nine awareness programs were organized by the college. Out of these, four were organized by the college and included 1) Environmental and biodiversity conservation activities organized by the NSS Cell of the college in 2014 and organized by Alumni Association 2018, where students, teachers and other staffs of the college planted saplings in and around the college campus, thus, making them aware of the duties and responsibilities that we have towards the environment. 2) As observation of Swachhta Pakhawara, 2016, the NSS College Cell unit of the college organized health and sanitization sensitization program by cleaning the Inter-State Bus Terminal in Imphal. 3) An open Food Safety Awareness Program for students, teachers, staffs and general public was also organized by the Home Science Department in 2018 to sensitize them of a better standard of living.

The Five awareness programs in collaboration with various organizations outside the college included:

- 1) One day state level awareness programme on drug abuse prevention organized by National Human Rights Commission, New Delhi in the college campus, 2016.
- 2) Unity Run, organized by the Directorate of University and Higher Education, Govt. Of Manipur as observation of "Rashtriya Ekta Saptah", 2016.
- 3) AIDS awareness programme, organized by Manipur Aids Control Society, 2016.
- 4) Biodiversity conservation Program organized by Green future foundation, 2016.
- 5) Awareness programme on AIDS and HIV, organized by Manipur Network of Positive People, Imphal, 2017.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 1

3.4.2.1 Total number of awards and recognition received for extension activities from Government

/recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	01	00	00

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 4

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	01	02	00	01

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 8.34

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
21	0	10	0	4

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 1

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document
Copies of collaboration	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 1

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Response:

Ideal Girls College has all basic facilities for the development of good teaching and learning environment. The college has sufficient number of general classrooms including Wi-Fi facility rooms, separate laboratories with best equipment, library facilities, separate computer classroom, IQAC room, teachers' common rooms, departmental rooms, students' union rooms, sanitary facilities, water facilities, electrical facility, hostels, administrative block, etc. For the growth and development of physical and mental health of the student, the college has sports facilities that include playgrounds, indoor halls for yoga and indoor games, etc. For cultural activities such as identification of custom and culture as well as exchanging ideas and spreading awareness of current happenings, the college has separate infrastructural provision such as auditorium, seminar and conference hall, etc.

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

Response:

The college has maintained good sports facilities that ensures physical fitness and good health of the students. The college has two main playgrounds for sports and extra-curricular activities. The college provides the facilities for track and field events, long jump, high jump, javelin-throw, discus-throw, shot-put, etc. The infrastructure for indoor games include multi-gym hall, badminton court, fitness and weight lifting facility, table tennis boards, power lifting facility, yoga facility, etc. These facilities for both outdoor and indoor games creates a conducive environment for grooming and training sports person in the college. Because of the excellent sports facilities, the college is able to organise different inter house, inter college and state sports meets. As an outcome, the college has trained and produced national and international players. For cultural activities such as identification of custom and culture as well as exchanging cultural talents and spreading awareness of cultural growth, the college has separate infrastructural provision such as auditorium, seminar and conference hall, etc. the students of the college has participated at the state and national cultural events.

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 63.64

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 7

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 69.22

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
45.0	29.9	000	14.79	8.40

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

As of now the college library is yet to be automated. Efforts are underway to introduce automated and Integrated Library Management System. Wi-Fi facilities have been installed towards this end. Correspondence has been made with North Eastern State Co-ordinator, Department of Library and Information Science, Gauhati University in this regard. Lack of trained technical manpower is the main reason for this unresolved issue. At present library service is delivered manually. Once the technical and other administrative issues are resolved, Integrated Library Management System (ILMS) Library automation with Integrated Library Management System (ILMS) AUTOLIB Software is expected to be induced in the near future.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

In due consideration with the development of library habits amongst the teaching faculty and students, the Ideal Girls' College has enough stocks of reading materials that include rare books, manuscripts, special reports, etc. The rare books and reading materials that are available in our college library are Royal Chronicle Cheitharol Kumbaba, Colonial archival records of the British rule in Manipur, writings of the eminent literary figures of Manipur such as *Numit Kappa* by O. Bhogeshor, *Matric Pass* by G. C. Tongbra, *Labangalata* by Kwairakpam Chaoba, *Thambal* and *Jahera* by Hijam Anganghal, *Poireeton Khunthok* by Yaima Singh, etc. The library also maintains important official records and documents such as Manipur Constitution Act 1948, Documents on Universal Declaration of Human Rights, Documents of Manipur Human Rights Commission, Beijing Declaration, etc.

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.87

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
000	0.79	1.63	0.87	1.04

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 1.32

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 2

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Despite having obstacles the Institution endeavors to frequently update its IT facilities including Wi-Fi - The plans for infrastructural development are given top priority as the College realizes the correlation between adequate infrastructure and effective teaching – learning. The strategies adopted for ensuring adequate infrastructure are as follows: • At the beginning of the academic year need - assessment is carried out based on the suggestions from Heads of the departments and meeting of the College Development Committee. The decisions arrived at these meetings are regularly submitted to the government for follow-up actions. Not much progress could be seen in this regard as large number of sanctioned are not filled-up and thus remain vacant hampering academic and administrative progression to an expected level. • To upgrade IT knowledge and skills of teachers and staff they are encouraged to undergo training in basic IT skills. National Institute of Electronics and Information Technology (NIELIT), Department of Science and Technology, Government of India, Imphal Centre is extending such facilities to the college from time to time. • Effective utilization of infrastructure could not be ensured as appointment of adequate and well qualified lab technicians/system administrator is yet to be provided by the authorities.

4.3.2 Student - Computer ratio**Response:** 4.9**4.3.3 Available bandwidth of internet connection in the Institution (Lease line)****>=50 MBPS****35-50 MBPS****20-35 MBPS****5-20 MBPS****Response:** <5 MBPS**4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)****Response:** No**File Description****Document**

Facilities for e-content development such as Media Centre, Recording facility,LCS

[View Document](#)**4.4 Maintenance of Campus Infrastructure****4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 5.38**4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)**

2017-18	2016-17	2015-16	2014-15	2013-14
0.27	0.05	0.48	0.19	0.28

File Description**Document**

Details about assigned budget and expenditure on physical facilities and academic facilities

[View Document](#)

Audited statements of accounts.

[View Document](#)

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

Maintenance and utilization of the Infrastructure Facilities: The maintenance and upkeep of the infrastructure facilities are carried out with the support of the Construction and Development Committee which comprises the Principal, as the head, and other faculty members of the college.

Library : The library is headed by a librarian and he is the premises superior for the library. In the absence of the librarian a senior faculty member is made in charge of the library. He is supported by a number of supporting staff members (Bookman etc.). In addition to the above staff members, different faculty members of the college are assigned duties from time to time to help the students for searching and lending of the books in the library.

Electrical Maintenance: The electrical maintenance of the college is done under the supervision of a senior teacher selected for the purpose. Being governed by the norms of the Government, the college does not have any provision for the appointment of electricians therefore the same is engaged from the market from time to time.

Laboratory Equipment: The equipment and machineries in the laboratory are maintained by the lab In-charge(s) with the advice of HODs.

Sports Infrasructure: The sports infrastructure like Gym, Indoor stadium and Play Grounds and equipment are under the overall supervision of a Physical Instructor. He is also responsible for making the play fields ready for the students by marking the grounds and providing the play kits.

Security: The Security of the college is taken care of by a Chowkidar. He is stationed 24/7 at the college premises.

Computers, Software's& UPS: The computers of the college are maintained by a third party vendor (Paikhomba Hive Tech). The vendor provides integrated services like smooth running of automation, up-gradation and maintenance of college website, troubleshooting of hardware, networking equipment including internet connectivity, procurement of and hardware and software.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 4.73

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
11	9	1	0	1

File Description

Document

Upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 1.76

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	02	02	01	0

File Description

Document

Any additional information

[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling

- 3.Soft skill development
- 4.Remedial coaching
- 5.Language lab
- 6.Bridge courses
- 7.Yoga and meditation
- 8.Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0.2

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 2.04**5.1.5.1 Number of students attending VET year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
10	0	0	0	0

File Description	Document
Details of the students benefitted by VET	View Document
Any additional information	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**Response:** Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression**5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 4.21**5.2.1.1 Number of outgoing students placed year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	1	1

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)**Response:** 5.56

5.2.2.1 Number of outgoing students progressing to higher education

Response: 1

File Description**Document**

Upload supporting data for student/alumni

[View Document](#)

Details of student progression to higher education

[View Document](#)**5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)****Response:** 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Number of students qualifying in state/ national/ international level examinations during the last five years

[View Document](#)**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) during the last five years.

Response: 4

5.3.1.1 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-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Response:

Ideal Girls' College Student Union actively involved in all the academic and administrative activities of the College right from the beginning. This union is composed of- General Secretary, Finance Secretary, Magazine Secretary, Secretary Social and Culture, Secretary Debate and Extension, and Secretary Girls' Common Room. They represent the students of the college and give support the college administration physically and morally, as well as sometimes represent the college in some state and national programmes. In certain cases they highlight the problems of the college in the form of complain to the Principal. They share in all the academic bodies of the college e.g IQAC, Teachers Association Academic Committee etc. the Union contributes in the conduct of fairness in every activities, be it in admission, grievances of students, rights of minorities like SC/ST and other backward classes, demand for enough staffs and infrastructure. Moreover they take active part in inter-university and inter-college networking for sports, literary and cultural programmes. Over and above, the Union actively engages themselves in community and social issues which inversely acts as a training ground for prospective future.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 3

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	3	3	3

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The Alumni Association contributed physically as well as financially in the development of the college. The association had not so far given any large amount as donation to the college. But, they contribute few amounts among themselves and organize programs for the development of the academic atmosphere and support it physically when it is necessary.

The first General Body Meeting of the Alumni Association, Ideal Girls' College which was formed in 18th July with 21 members (5 office bearers, 4 executives and 12 members), held on 21-09-2017 at the premises of the college with the President Ksh. Ranibala Devi, in the Chair. In the meeting the members minutely discussed about the flood which had taken place recently which severely affected the College. In the meeting members were agreed to help the college morally, financially as well as physically at the best level which was badly damaged by the flood.

The Alumni Association have organized an interaction programme on 18th April 2018 with newly appointed Principal to our college, Dr. Th. Binarani Devi along with newly recruited 13 Assistant Professors of different disciplines who were posted in Ideal Girls' College.

The Members of the Association held a meeting on 1st June 2018 at the office of the Association with President of the Association, Ksh. Ranibala at the chair. At the meeting the members were unanimously resolved to observe the World Environment Day. Two resource persons namely G. Amita Devi HOD, Department of Botany and L. Ajitkumar Sharma HOD, Department of Chemistry will deliver the lecture on the theme of this year's Environment Day: **“BEAT THE PLASTIC POLLUTION.”**

File Description	Document
Link for Additional Information	View Document

<p>5.4.2 Alumni contribution during the last five years(INR in Lakhs) ? 5 Lakhs</p> <p>4 Lakhs - 5 Lakhs</p> <p>3 Lakhs - 4 Lakhs</p> <p>1 Lakh - 3 Lakhs</p> <p>Response: <1 Lakh</p>	
File Description	Document
Alumni association audited statements	View Document

<p>5.4.3 Number of Alumni Association / Chapters meetings held during the last five years</p> <p>Response: 3</p>											
<p>5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>		2017-18	2016-17	2015-16	2014-15	2013-14	3	0	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14							
3	0	0	0	0							
File Description	Document										
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document										
Report of the event	View Document										

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Response:

With the support and cooperation of the teaching and non-teaching faculties of the college, the Principal of Ideal Girls' College administered the college in a successful way on the path of the mission and vision of the institution. As a result of efficient and effective governance, the girl students are empowered through proper classes, co-curricular activities, literary programmes, seminars, workshops study tours, remedial coaching classes, computer training, extension activities of NSS, games and sports, cultural programme, which are impacted in the production of position holders in the University examinations-e.g, Home science and Geography in 2018; and participated in the sports and cultural events-national as well as international, captured medals in the inter college and state events. The college organizes programme for building up a personally fulfilling lives radiating peace, integrity, unity and strength of character. The college focuses on not only the classroom teaching and learning but also organized and engage in other activities such as seminar, workshops etc for both students and teachers. The college provides library facility with Wi-Fi facility, giving awards to meritorious students, etc. Not only to prepare its students for acquiring degrees, it has also cultivates self-knowledge and self-realization. All the teaching faculties are readily involved in one or other committees for the welfare and development of the college; with the potential and expertise of the teaching faculties, teachers are invited as board members of academic as well as selection committees.

6.1.2 The institution practices decentralization and participative management

Response:

Response:

The institution ensures that everyone participates in one way or the other in teaching-learning process by stretching one's potentialities. Sense of belongingness is portrayed by taking responsibilities equally in all committees such as IQAC, Academic Committee, Examination Committee, Women's Cell, Student Support and Career Counselling Cell, ST/SC and Minority Committee, etc. Moreover, every faculty is in-charge of different activities like NSS, sports, cultural and literary programme. Apart from academics, the institution practices decentralization and participative management by allowing every teacher to organise programmes like National and State seminars, workshops, talks, Patriots' Day, World Environment day, Cleanliness drive in the campus, awareness programmes etc. students also participate in management through Alumni Association, union's feedback and suggestions. Local community's contribution in college management is very significant by providing secure and peaceful environment, advice and assistance during natural calamities.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Response:

The college functions through various cells, committees, and other bodies under the guidance of the Principal which plans and implement strategies for the smooth functioning of the college and maintain its competency. The Academic Committee ensures that the academic calendar is followed strictly and supervises the proper functioning in the academic year.

The institution also believes in adapting to the change of time and technology. Therefore, the college proposes various plans of action keeping in view of its vision and mission. The following are some of the strategic plans of the institution;

1. To reinforce the value of independence, self-reliance and self-sufficiency by empowering the students through proper education, gender equity and awareness programmes.
2. To ensure that students develop skills through the introduction of B.Voc programme to facilitate campus recruitment.
3. Sensitise students to avail knowledge online through training on Information and Communication Technology (ICT).
4. Digitise classroom and administration for easier knowledge transaction and function.
5. To expand and upgrade library facilities.
6. To upgrade the standard of sports and co-curricular activities through improvisation of sports complex and systems.
7. Raise the standard of faculty by encouraging pedagogic training, publications, seminars, workshops etc.

File Description	Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as

grievance redressal mechanism**Response:**

Response:

The institution has many bodies functioning diversely under the unit of the college supplementing each other for the common goal. Service rules, procedures, recruitment, promotional policies are adopted as per government directives. However, grievance redressal mechanism of the institution is constituted at college level to look into the complaints, grievances and problems of students, non-teaching staff and faculty members. The Redressal Committee functions in such a way that personal problem to some extent, professional and inter-relation conflicts are avoided by providing safe and secure atmosphere. This is done by organizing gender sensitization program, talks, awareness and empowerment programs in the institution.

File Description	Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

Response: C. Any 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Response:

The various committees constituted in the institution are functioning dynamically in their own capacities. There are many committees in the college such as IQAC, Examination Committee, Academic Committee, women's Cell, Student Support and Career Counselling Cell, ST/SC and Minority Committees, Grievance Redressal Committee, etc. Each committee mentioned above function in their own areas and thus organise Talks, Workshop, and Training and have various meetings to discuss plan of action for the betterment of the committee/Cell. Thereafter, number of minutes are being drafted and plan to adopt and implement the resolutions to make it a reality.

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

Response:

The college has effective welfare measures for teaching and non-teaching staff. some of the measures are --

1. Faculty members are encouraged and promoted self-improvement and development programmes and career advancement scheme such as orientation programme, refresher course, workshops, seminars, talk programme, ICT training, etc.
2. Teaching faculty members are allowed to pursue Ph. D. and other research work as per UGC norms.
3. Number of leaves such as casual leave, medical leave, earned leave and material leaves (for female staff) are availed as per UGC rules and Central and State Government Rules.
4. Loan and Employee Provident Fund facilities are available for both teaching and non-teaching staff of the institution.
5. Library facility is provided to teachers and students.
6. The college has various committee and bodies like Academic committee, Examination committee, Women's cell, MOBC, OBC, ST/SC cell, Career counselling and student support cell, Grievance cell, etc.
7. The institution has an eco-friendly environment and pollution free campus which provides conducive

teaching and learning atmosphere.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.2

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 25.33

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
18	14	3	2	2

File Description	Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Response:

Our institution has a Performance Appraisal System for teaching and non-teaching staff members. By the end of each academic year, the staff members are to submit an appraisal report stating the achievements pertaining to their academic activities. All the performance appraisal are submitted to concerned head of department. As the chairperson of the IQAC, the college Principal reviewed the self-appraisal. The same is used for writing the Confidential Report which is sent to the Directorate of University and Higher Education, Government of Manipur every year. Self-appraisal from the non-teaching staff is also taken by the end of every year and the same is reviewed by the principal and made use for writing the confidential report.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Response:

The college account is regularly checked by the Principal of the college. All details of the income and expenditure of the college are maintained by the clerical section of the college. For avoiding confusion and any internal as well as external objection, financial statement is maintained in two groups – governmental account and non-governmental account. Externally, college account has been usually audited by the Directorate of Local Fund Audit and Office of the Accountant General Manipur. After completion of auditing by the concerned authorities, that may be the Directorate of Local Fund Audit or the Office of the

Accountant General Manipur, by receiving the comments and suggestion, the Principal maintains transparency and improvement of the financial system of the college with strict interference in the activities of the finance section. Ideal Girls' College received the last audit Certificate from the Department of Local Fund Audit on 23rd June 2018. So far, no bad report and remark has been given by any authorities in this college.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 33

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
33	0	0	0	0

File Description

Document

Details of Funds / Grants received from non-government bodies during the last five years

[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Response:

The institution is under the Directorate of University and Higher Education, Government of Manipur. The Union Government, Government of Manipur, and UGC provide financial assistance or funds for the academic and infrastructural development. No self-financing courses are run by the institution. Strategies to collect funds for infrastructural development and for the student welfare from non-government bodies, individuals and philanthropists have been devised and attempts are being made to collect funds.

The college had formed a corpus fund with contributions from the teaching staff members of the college. The teachers contribute monthly towards the fund. The purpose of the fund is to meet any exigencies. A committee has been formed to operate the fund. The term of the members of the committee is two years.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Response:

From its very inception, the college has always strived to maintain the quality of education. The IQAC of the college was recently constituted commencing its operation from April, 2018. Since its formation, the cell has been actively functioning to ensure and provide quality assurance in academics and administration of college. The IQAC has a diverse composition of teaching and non-teaching staffs, alumni, parents, and students.

The cell is determined to develop and disseminate standards of excellence in all its aspects of learning processes and administrative performance of college. It resolves to introduce proper mechanism to deliver timely and efficient results with regard to academic, administrative and financial matters of the college. This is made possible by continuous self-evaluation and introspection of the various activities undertaken by the college. By conducting meetings frequently, the IQAC conceptualizes, and implement quality assurance initiatives for the efficient functioning of the cell.

The cell also provides platform for the students, alumni, and all staffs to participate and contribute in strengthening the standards uphold by the college. The college ensures that all the committees and cells currently functioning in the college uphold the standard set by the IQAC to maintain quality and efficiency in all its activities.

Some of the significant activities and contributions made by IQAC involve:

- Applying for NAAC accreditation.
- A counselling programme for the newly admitted student of the new academic session, 2018-19.
- Encouraging the teachers to undertake research activities.
- Encouraging the teachers to participate in seminars, conferences and workshops.
- Organising a World Environment Day, International Ozone Day, World Breast Feeding Week.
- Feedback collected and analysed with regard to the prevailing syllabus.

The future plan of action of IQAC would include:

- Introducing quality assurance policies and upholding standard of excellence in the functioning of the college in all its aspects.
- Ensuring quality education by aiming to improve both students' and teachers' performances.
- Organising national level seminar, workshop, and awareness programmes to sensitize students, staff and people in general of the various issues of the society.
- Improving and developing the overall infrastructure of and facilities provided by the college.

File Description	Document
Link for Additional Information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The IQAC of the institution has been monitoring and ventilation the process, structures and methodologies at periodical intervals for the efficiency and effectiveness of teaching and learning. For instance, fresher's orientation programmes are conducted to give awareness of the courses, the Programme Structure, Course Syllabus, Course Session Plan etc. Counselling Programmes are organized at the opening of the session. Master Academic Planning and Time-table are made available to the students before the commencement of the semester. To check and review, regular meetings are held with department HoDs/TICs of the institution. Visitations are paid time to time to see that proper classes are conducted in every course. Feedback and suggestions are received from teachers and students and reviewed and accordingly measures are taken to improve learning and teaching process.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 1.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
07	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**

2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

The IQAC of the college was formed in April, 2018 and is still in its early stage. Since then, it has resolved to set a standard of excellence by introducing various qualitative measures for progressive performances in academic, administrative and financial aspects of the college. The cell holds its meeting frequently to communicate its quality assurance policies and other mechanisms adopted by the college to all stakeholders. The college has three students, departmental and official notice boards. All information related to academic, administrative and other activities are displayed on the respective notice boards. Before the formation of the cell, quality assurance was overseen by various committees and cells under the supervision of the Head of the institution. (Please refer Criterion 2 for further details of how the committees and cell functions.)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 4

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
04	0	0	0	0

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

Response:

Institution shows gender sensitivity in providing facilities such as

1. **Safety and Security:** The College upholds gender sensitization as one of its key principles in its vision and mission. It runs many cells, such as **Women's Cell and Grievance Redressal Cell** to address issues on gender and other related concerns. The NSS Cell Unit of the college also takes up issues pertaining to gender, health and basic rights. The Women's Cell of Ideal Girls' College is committed to nurture and cultivate the strength of female students, as well as to create a sensitized environment leading to gender equality. The pursuit is not only to empower the students, but to foster a sense of leadership in them. Being an all-women institute, the college takes serious concern in emerging social issues of inequality, discrimination and harassment related to gender. To curb such issues, the college is relentlessly committed to communicate its vision on gender equality by organizing seminars and other awareness programs. However, due to shortage of funds and resources, the college face major challenges in fulfilling its mission. For instance, the college does

not have proper lavatories and other basic amenities.

2. **Counselling:** The College has recently introduced a **Student Support and Career Counselling Cell** to guide students to identify their latent talents and potentials. The cell acknowledges the different aptitudes and abilities of the students and directs them to their suitable career options. This cell has organized talks on career counselling and is planning to undertake many projects on the holistic development of the students. The college also organized a counselling session in the beginning of the semester to orient students of the many scopes and challenges they are yet to face in the upcoming future. Through the interactive session, the Head of the institution and the teaching staffs also addressed several important concerns that the students raised.
3. **Common Room:** The College has a common room for the students. The students use this room for recreational and other purposes. However, due to insufficiency of funds and resources, the room is not well-equipped and lacks basic amenities.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 1.06

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 19

7.1.3.2 Total annual power requirement (in KWH)

Response: 1800

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Link for Additional Information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 100

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 14.6

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 14.6

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Response:

The college has a well-organized system of solid waste management by means of collecting, treating and disposing of solid materials that are discarded. It helps in maintaining a clean and healthy environment inside the campus. Two different types of plastic containers meant for collection of waste matters are kept at different locations inside the college campus. One type is meant for collection of biodegradable wastes such as kitchen remains from Girl's Hostel and Canteen or any other degradable matters discarded from the departments, office and class rooms. The other type of container is for collection of non-degradable wastes like plastics, metal pieces, rubber, glass pieces, etc. All the biodegradable waste collected in the containers is daily put inside the compost pit of the college. Plant debris gathered from the campus is also regularly put inside the pit. Composting is an easy and natural process that turns remains of kitchen, garden waste or any other biodegradable waste into organic nutrients, which can be used as manures in garden or agricultural plants. The compost that is produced in the college compost pit is also used for manuring the college botanical garden. The non-degradable wastes collected in the containers are not directly treated inside the college. They are taken away from the college by a collection van of a local NGO, working on solid waste collection, in regular intervals of two days where it is taken to the government waste treatment plant for further treatment.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The state of Manipur receives a high rate of rainfall with an average of 1,467.5 millimetres per year. Rainwater is soft in nature and free from bacteria. The rooftop of the Hostel building is fitted with a simple method of rainwater harvesting for utilization in the College Girls Hostel. The corrugated galvanised iron roof top on the front side of the building is fitted with gutter along the edge of the roof. It is carefully fixed with a gentle slope towards a down pipe, which is meant for free flow of water. The runoff water from the rooftop during rainy days are collected in the cemented storage tank located on the eastern side of the hostel building. The down pipe is provided with a mesh wire screen at the inlet to prevent dry leaves and other debris from entering it. The water thus collected in the storage tank is treated properly and supplied for use in the Girls Hostel of the College.

As the college campus is located in a low lying area of Imphal East district of Manipur which was once a popular wetland area. The college also has two ponds in which runoff water from land surfaces inside the college is collected in the ponds during rainy season. The water in these ponds serve as good reservoir of water during dry seasons.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

- Students, staff using
 1. Bicycles
 2. Public Transport
 3. Pedestrian friendly roads
- Plastic free campus
 1. Plastic free campus
 2. Paperless office
 3. Green landscaping with trees and plants

Bicycles : The college encourages both the staff members and students to use bicycles for transporting. The college has a shed for bicycles. Some of the teachers and the students use bicycles for transportation.

Public Transport - Most of the students travel to and fro between their place of stay and the college using public transport system. Many of the teachers also adopt the same means for moving to and fro between their homes and the college.

Pedestrian friendly roads – although the college does not have exclusive roads for pedestrian, the roads approaching the college and the roads inside the college are pedestrian friendly because of low volume of vehicular traffic.

Plastic free Campus -- The college strives to become a completely Plastic free campus. The college

adheres to the rules and regulations framed by the Government of Manipur. The order banning the use of plastic is prominently displayed at the college campus. Polythene bags whose thickness are below 50 microns are strictly prohibited inside the campus.

Paperless Office – The college has set the goal of having paperless office in the near future. As of now, the goal is yet to be achieved but the college is slowly but steadily inching towards the goal. The college has consistently acquired a number of computers and storage devices under various schemes like RUSA for achieving a paperless office.

Green Landscaping with tress and plants – a number of trees have been planted inside the campus. The college, in association with the Alumni Association planted a number of trees belonging to different species on the World Environment Day.

As far as landscaping is concerned, no concrete work has been taken up, however the college has consulted certain firms for doing the needful in the near future.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
00	0	0	0	0

File Description

Document

Details of expenditure on green initiatives and waste management during the last five years

[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails

4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: E. None of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 0

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description**Document**

URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics

[View Document](#)

7.1.13 Display of core values in the institution and on its website

Response: Yes

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description**Document**

Details of activities organized to increase consciousness about national identities and symbols

[View Document](#)

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description**Document**

Provide link to Courses on Human Values and professional ethics on Institutional website

[View Document](#)

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 4

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	0	0	0

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The college organizes national festivals and birth and death anniversaries of great Indian personalities.

Patriots Day : it is observed on 13th August to commemorate the fight against the British imperialists by the state of Manipur.

Gandhi Jayanti: the college observes Gandhi Jayanti on 2nd October by organizing cleanliness drive and prayer sessions.

RashtriyaEktaDiwas (National Unity Day) : it is observed on 31st October to commemorate the birth anniversary of Sardar Vallabhai Patel. The taking of *RashtriyaEktaDiwas Pledge* by the students and the teachers and taking part in the 'Run for the Unity' organized by the Department of Higher Education, Manipur mark the occasion.

National Education Day : it is observed to commemorate the birth anniversary of Maulana Abdul Kalam Azad. The college celebrate the day by conducting commemorative lectures and offering floral tributes.

Constitution day : 26th November is observed as the 'Constitution Day'. The college organizes lectures by faculty members and the 'Preamble of the Constitution' is displayed inside the campus.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The functions of the institution and its academic and administrative units are governed by the principles of participation and transparency. Formulation of development objectives, directives and guidelines with specific plans for implementation by aligning the academic and administrative aspects improves the overall quality of the institutional provisions. Effective leadership by setting values and participative decision-making process is key not only to achieve the vision, mission and goals of the institution but also in building the organizational culture. The formal and informal arrangements in the institution to co-ordinate the academic and administrative planning and implementation reflects the institutions efforts in achieving its vision. The institution has developed strategies for mobilizing resources and ensures transparency in financial management of the institution. There are established procedures and processes for planning and allocation of financial resources which leads to effective & efficient use of Financial resources.

Our institution believes in maintaining complete transparency in its financial, academic, administrative & auxiliary functions. In order to maintain complete transparency regarding financial matters Financial statements are audited by two agencies, viz. the Directorate of Local Fund Audit, Manipur, and the Office of the Auditor and Accountant General, Government of India. Audited statements regarding financial activities are readily made available in the college. As far as administrative and academic matters are concerned, complete transparency is maintained by making all the information regarding the college available freely. Vital information regarding the College is freely made available to the public through our website viz.: www.igcakampat.ac.in. As the College is under RTI all the information is made available to the public. All efforts are made to provide information within the stipulated time as given in the Act. Recruitment of faculty and other staff members are done by the Government of Manipur as per norms adopted by the Government from time to time. The day to day administration of the college is carried out as per guidelines given by the Higher Education Department, Government of Manipur. Academic activities are undertaken as per the Guidelines of the UGC and the Manipur University. All circulars concerning, students, teachers & non teaching staff members are circulated & displayed on the notice boards. Several committees, formed for various purposes, are consulted with and taken into confidence while making important decisions pertaining to financial, academic and administrative matters.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

a. Award and Honour of the Highest Scored Student

- Title of the Practice: (L) P. Randhoni Devi Meritorous Award
- Objective of the Practice:(L) P. Randhoni Devi Meritorous Award committee was formed in 1996 jointly by the teaching and non-teaching staffs of the college. The aim and objective of this committee is to encourage and motivate the students enrolled in the college to pursue academic excellence. The committee awards and honour 1)University Position Holder and 2) the highest scored student in both Arts and Science streams.
- The Context:The students are awarded on the college Foundation Day that is on 6th December of every year.
- The Practice:The college has been awarding the students with cash reward. However, the amount of the cash reward is not fixed, as it depends on the availability of funds each year.
- Evidence of Success: The College documents the awards given to the students by collecting a copy of the certificates awarded.The college has the documents of the last five years, starting from 2012-13 to 2017-18 academic years.
- Problems Encountered and Resources Required:One of the main problems faced by the committee is the shortage of funds. The committee has been generating funds from the faculties of the college. Since there is not set of codes and regulations, the committee faces the difficulty of managing the fund and thus find it challenging to fix the amount.

b. Teacher/Mentor

- **Title of the Practice:** Teacher Mentor
- **Objective of the Practice**—To mobilise, sensitise and giving guidance to the backward, problem suffered, slow learner (if any) and drop out girl/Women
- **The Context:** Education is one of the best means for empowerment of women which is one of the burning questions of the day. Due to gender discrimination women are having problems in receiving proper education at higher level. Ideal Girls College has introduced a practice for mobilising girls and women who have dropped out their study and give chances for completion of their study. Two Teacher Mentors are selected by the Ideal Girls' College for a term of three years. They will have to collect information of the girl/women, who want to continue their educational career and drop out due to any reason or problems. If any information is coming, they will go and will contact directly or indirectly.
- **The Practice**—The Mentor collect information of those girls or women who are having problems in completion of their study, find out the type of girls/women and giving assurance for success of her future giving guidance about the importance of education. The Mentor and Mentee have extra period for mobilization and make an understanding about the issue. Finally with an agreement the mentee is giving chances for further study by giving maximum help.

- **Evidence of Success**—Gitarani, one long time drop out woman was giving guidance by the College Teacher Mentors. Enrolled B.A at Ideal Girls' College and passed her graduation in 2017.
- **Problems Encountered and Resources required** –One of the biggest problem is problem sufferer are not ready to respond to the mentor at the beginning. Another serious problem is the monetary matter. For giving some monetary support, teachers of the college collect some amount vary from time to time.
- Notes (Optional)

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

As Ideal Girls' College envisions a world where women have their rightful place and are given due recognition as leaders to reach the top positions in all sectors of human endeavor, the college is performing its academic and allied activities by giving priority to the *empowerment of women through education* in a distinctive way. Education empowers girls to achieve more in their social career, economy and family lives. But literacy rate of women in India is all the times lower than male in all the census records. The reason may be of anything. So the need of the hour for today's society is to create equal opportunities for education and increasing the enrollment of the girl child into formal educational institutions.

- Regarding formal education, the Ideal Girls College have proper theory and practical normal classes, co-curricular activities, literary programmes, seminars, workshops, study tours, remedial coaching classes, computer training etc. which are impacted in the production of position holders in the University examinations-e.g, Home science and Geography in 2018. Being aware of people and places outside our community also broadens her thinking and perceptions and exposes her to a world which might be different from her.
- Ideal Girls' College provides extension activities through NSS, games and sports, cultural programme, and participated in the sports and cultural events-national as well as international, capturing medals in the inter college and state events. The college organizes programme for building up a personally fulfilling lives radiating peace, integrity, unity and strength of character.
- Regarding emancipation and empowerment of women, the college focuses on not only the classroom teaching and learning but also organized and engaged in other activities such as seminar, workshops interaction programmes etc. for both students and teachers.
- The college provides library facility with Wi-Fi facility which can make available both hard and soft materials. Not only to prepare its students for acquiring degrees, it has also cultivates self-knowledge and self-realization. These are quite necessary to make the bright future of the family, society and nation.

NAAC

5. CONCLUSION

Additional Information :

Additional Information

Our institution has made a sincere and honest efforts to improve the environment for the smooth functioning of the institution. A brief account of the measures undertaken by the college is stated below.

- Increased the number software and IT facilities and courses.
- Introduction of new subjects in BA/B.Sc. programs.
- Upgradation of RUSA fund.
- Opening of Women/Gender Study Center.
- Involvement of curriculum design and development
- Encouragement of participation in research and academic activities e.g special lectures, conference, seminars and workshops (both student and teacher).

Concluding Remarks :

Conclusion

The Ideal Girls' College from its inception strives for fulfilling its vision and mission. The college has been striving for providing easy access to collegiate education that focuses academic, technical and co-curricular activities to the girl students. The college also takes up initiatives and it has its own best practices such as reformation of teaching-learning processes, women empowerment and academic and sports financial help. Our institution pursued value based education through teaching learning methods with innovative aids and practices as the traditional classroom lecture cannot fulfil the needs of the changing time. Our institution believes in all round development and empowerment of the students by providing facilities that includes remedial coaching classes, computer training, scholarship for deserving students, active involvement in extension and co-curricular activities, etc.

Principal as the head of the institution involves in all affairs of the college. Principal monitors the working of the teaching and non-teaching staff in order to ensure proper implementation and continuous improvement in the academic activities, development programmes and financial management. Such monitoring by Principal ensures maintenance of transparency and accountability in the management and resulted in academic integrity. The culture of participative management in the college management is possible through different committee and cells.

Despite having challenges and problems such as lack of modern infrastructures and financial constraints, the college provides the grooming ground for academic excellence, culture and sports person who won prizes at the national and international levels.