



Yearly Status Report - 2018-2019

Part A

Data of the Institution

| | | |
|---|--|-------------------------------|
| 1. Name of the Institution | | IDEAL GIRLS' COLLEGE, AKAMPAT |
| Name of the head of the Institution | | Th. Binarani Devi |
| Designation | | Principal |
| Does the Institution function from own campus | | Yes |
| Phone no/Alternate Phone no. | | 0385-2445518 |
| Mobile no. | | 9436037407 |
| Registered Email | | igcakampat12@gmail.com |
| Alternate Email | | thokchom2009@gmail.com |
| Address | | Akampat, Imphal East |
| City/Town | | Imphal East |
| State/UT | | Manipur |
| Pincode | | 795001 |
| 2. Institutional Status | | |

| | |
|--|-------------------------------|
| Affiliated / Constituent | Affiliated |
| Type of Institution | Women |
| Location | Rural |
| Financial Status | state |
| Name of the IQAC co-ordinator/Director | Dr.Th.Tilakraj Singh |
| Phone no/Alternate Phone no. | 03852446427 |
| Mobile no. | 9862035944 |
| Registered Email | tilakigc2016@gmail.com |
| Alternate Email | thoudamtilakraj2016@gmail.com |

3. Website Address

| | |
|--|---|
| Web-link of the AQAR: (Previous Academic Year) | http://igcakampat.ac.in/aqar/2018_2019/ |
| 4. Whether Academic Calendar prepared during the year | Yes |
| if yes,whether it is uploaded in the institutional website: Weblink : | http://igcakampat.ac.in/2020/academic_calendar2018_19.pdf |

5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity | |
|-------|-------|------|-----------------------|-------------|-------------|
| | | | | Period From | Period To |
| 1 | C | 1.69 | 2019 | 28-Mar-2019 | 27-Mar-2024 |

6. Date of Establishment of IQAC

16-Apr-2018

7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|------------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| IQAC meeting for opening of vocational course | 14-Jan-2019 1 | 6 |
| IQAC meeting | 25-Jul-2018 | 20 |

| | | |
|---------------------------|------------------|---|
| | 1 | |
| IQAC meeting | 14-Jul-2018 1 | 8 |
| View File | | |

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

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|--------------------------------|--------|----------------|-----------------------------|--------|
| Ideal Girls College | 00 | NIL | 2019 0 | 0 |
| View File | | | | |

| | |
|--|---------------------------|
| 9. Whether composition of IQAC as per latest NAAC guidelines: | Yes |
| Upload latest notification of formation of IQAC | View File |
| 10. Number of IQAC meetings held during the year : | 4 |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | Yes |
| Upload the minutes of meeting and action taken report | View File |
| 11. Whether IQAC received funding from any of the funding agency to support its activities during the year? | No |

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Coordinated activities in preparation for the NAAC team visit. 2. Update teaching faculty informations. 3. Encouraged the teachers to participate in seminars, conferences, and workshops. 4. Conduct of different programs for the benefit of the students 5. AQAR preparation starts from 2018. 6. Feed collected and analyzed from teachers, students, and parents.

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

| Plan of Action | Achivements/Outcomes |
|--|---|
| To constitute committees and cells to organize curricular and cocurricular | Different committees constituted to organize curricular and co-curricular |

| | |
|--|--|
| activities. | activities in the beginning of the academic year. |
| To continue student support services. | Student support services continued such as scholarships, internet facility and Photo copier service. |
| It is planned to continue all the healthy practices. | Continued all the healthy practices, such as cultural programmes, sports activities, personality development programmes, NSS activities, etc., |
| Study revised manual | The Principal and the IQAC coordinator attended a workshop on the revised manual. |
| View File | |

| | |
|---|-------------|
| 14. Whether AQAR was placed before statutory body ? | No |
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | No |
| 16. Whether institutional data submitted to AISHE: | Yes |
| Year of Submission | 2020 |
| Date of Submission | 22-Jan-2020 |
| 17. Does the Institution have Management Information System ? | No |

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The institution has the mechanism for well-planned curriculum delivery and documentation: In connection with the development of the sound academic environment, a well-planned curriculum delivery system is of much important and it must be acknowledged by the faculties of the institution, students, and stakeholders. So, Ideal girls college, Akampat has its own curriculum delivery system. e As the college is an affiliated institution under Manipur University, the academic calendar and syllabus are prescribed by the concerned university. On the basis of the academic calendar fixed by the university, the institution fixes its own Academic Calendar framed by the Board of Studies & Academic Committee including sports and cultural activities. o For executing the normal classes, the College Principal prepares a master ' routine. The Departmental Heads again distribute the daily routine for their respective departments. That routine is followed by all the students and teachers. r Internal assessment (both oral and written) are conducted based on the college Academic calendar

prepared by the Board of Studies & Academic Committee. o For gathering first-hand information and justification of the syllabus of some topics of some departments- Home science, Botany, zoology, Geography and Education, field and project studies are conducted. The problems and prospects of the new schemes, policies and programmes for the development of the education can acknowledge with the project reports of the Education Department. Field Studies of the students of Home Science Department, under the guidance of their departmental teachers, experiences about the health, hygiene, sanitation etc. of the The orphanage, Old Age. Both the departments of Zoology and Botany field studies for the collection of some specimens which are prescribed in the syllabus. o For gathering feedback from the students and acknowledging the problems faced by the teachers, the College Principal organises general counselling for the students and teachers. During the counselling session, for making free to both the students and teachers, the College The principal does not enter and three Counsellors are selected from amongst the teachers. Two Rapporteurs are again selected. With the reports of the Rapporteurs, the College Principal took up steps. Provisions of extra knowledge for students are also arranged by the College Principal. IT Courses and Social Responsibility Programmes are held during the semester break for the students. For IT courses, the institution contact with IT Farms and Institutions. They send the resource persons. Those students who had enrolled in such programme are benefitted in other fields too.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|---|-----------------|-----------------------|----------|--|-------------------|
| No Data Entered/Not Applicable !!! | | | | | |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|---|--------------------------|-----------------------|
| No Data Entered/Not Applicable !!! | | |
| View File | | |

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

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

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

| | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 0 | 0 |

1.3 – Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|------------------------------------|----------------------|-----------------------------|
| Diploma in Tourism and Hospitality | 20/10/2018 | 31 |
| IT certification Course | 29/05/2019 | 20 |
| View File | | |

1.3.2 – Field Projects / Internships undertaken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---------------------------|--------------------------|---|
| BSc | Botany | 13 |
| BSc | Zoology | 3 |
| BSc | Home Science | 11 |
| BA | Education | 7 |
| View File | | |

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|-----------|-----|
| Students | Yes |
| Teachers | Yes |
| Employers | No |
| Alumni | No |
| Parents | Yes |

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

| Feedback Obtained |
|---|
| <p>How the Feedback obtained is being analysed and utilized for overall development of the institution: Principal, Ideal Girls College, as a Chairperson of the IQAC, received feedbacks, proposal, suggestions and complaints from all the stakeholders-students, parents and teachers regarding the issues in a constructive way. Due to lack of fund of the college and poor support system, the infrastructural position of the college is not in favour of the modern education system. Regarding this factor, both students and teachers submitted written as well as unwritten statement. After receiving the statements, the College Principal discussed the matter with the Construction and Development Committee of the College and forwarded the same to the higher authorities and submitted new proposals for infrastructural and equipment development of the college. Teachers are giving reports of students with poor attendance, which has created disturbances to the normal flow of the curriculum delivery process. In response to this condition, the College Principal called meetings of the Departmental Heads and Executive Members of the Student Union and to resolve the problems. Consequently, the College Principal awarded incentives to the student with the highest attendance on the College Foundation Day as a token of encouragement. e Lack of faculties is another big issue of the college raised from all the stakeholders. Regarding this, the College Student Union submitted a memorandum to the concerned State Cabinet Minister, However, there has not been any response. The present day education system is totally based on IT and Computer Knowledge. But the college is suffering from proper electric facility which has caused a major issue for the Computer and Software facilities. Regarding this matter, parents and students have submitted a proposal to meet the requirements at the earliest possible. In response to this, the college has submitted a memorandum to the higher authority. The location of the college is a low lying wetland area. It needs a timely intervention from all the departments - Public Works, Irrigation and Flood Control, Disaster Management etc. Regarding this, the teacher community of the college seeks suggestions and measures to eradicate the problem. As a step for avoiding the problem, the College Principal submitted an application amongst the teachers. Two Rapporteurs are again selected. with the reports of the Rapporteurs, the college principal took up steps. Provisions of extra knowledges for students are also arranged by the College Principal. IT Courses</p> |

and Social Responsibility Programmes are held during the semester break for the students. For 1r courses, the institution contact with IT Farms and Institutions. They send the resource persons. Those students who had enrolled in such programme are benefitted in other fields too.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BA | NIL | 225 | 66 | 66 |
| BSc | NIL | 120 | 36 | 36 |

[View File](#)

2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2018 | 103 | 0 | 53 | 0 | 0 |

2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Numberof smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|---------------------------|---------------------------------|
| 53 | 15 | 1 | 2 | 0 | 0 |

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

[View File of E-resources and techniques used](#)

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

Students mentoring system available in the institution. Ideal Girls' College is a single unique girls' college in the Imphal East District of Manipur. Even though the number of student enrolment is very low in this college, the initiatives taken up by the faculties of this college are quite distinctive and unique in nature, with special reference to the upliftment and empowerment of women through education including vocational courses which can provide job facilities. Without the proper educational knowledge, the question of women empowerment will remain as a huge challenging factor for the concerned society, and the problem of gender discrimination will be unable to remove. Ideal Girls' College has introduced a practice for mobilising girls and women who have dropped out their study and provide them an opportunity to complete their study. The practice of Teacher Mentor was introduced in this college in 2013-14 academic session and they are assigned for three academic sessions. The Mentors collected information for those girls from the 2 level institutions especially those who have financial problems for their further studies. They are given guidance about the importance of the success of their future with the help of proper formal education. At the beginning only two teachers were assigned for this activity one each from science stream and arts stream. They were Dr. G. Amita Devi, Head of the Department of Botany and Smt. Ksh. Ranibala Devi, Head of the Department of Education of the college. With their great effort, Smt L. Gitarani Devi was enrolled in arts stream, who was a long time dropped out after her 2 standard. During her three years degree programme, the mentors looked after minutely about her problems which may hamper her study including her health factor. Due to the mentors' painless struggle and cooperation of the student,

Gitaranigraduated who is now a permanent employee under the Education Department. After successful activities of the teacher-mentors, in the second term the number of Teacher Mentors has been increased to five.

In the second term, Dr. G. Amita Devi, A. Triveni Devi, Dr. S. Tejbanta Singh, Y. Lalit Singh and R.K Shakhensana are assigned for the practice. In 2019-20, twenty-seven students enrolled in both arts and science streams with the initiatives of the teacher-mentors. In this session, two Scheduled Tribe girls from hilly districts are also enrolled without admission fees. Besides, the Teacher-Mentor programme of the college and the College Principal mobilises the students who have enrolled in the three year semester for developing a good relationship with the faculties of the college and ensure a conducive teaching-learning environment. At the beginning of the session, the College Principal with the faculties conduct an Induction Programme for Three Days every year. The programme is held mainly in order to impart the provisions and assistance available for students and also convince them the confidence.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 103 | 53 | 5:33 |

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 71 | 53 | 18 | 0 | 0 |

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

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---|---|-------------|--|
| No Data Entered/Not Applicable !!! | | | |
| View File | | | |

2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|---------------------------|----------------|----------------|--|---|
| BA | BA | 2018-19 | 20/05/2019 | 02/07/2019 |
| BSc | BSc | 2018-19 | 15/05/2019 | 09/07/2019 |
| View File | | | | |

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

Reforms initiated on Continuous Internal Evaluation (CIE) system at the institutional level. Apart from the evaluation guidelines prescribed by the Affiliating University, Ideal Girls' College has adopted different internal evaluating system. The semester wise activities of the teachers are audited by the College Principal. After auditing the evaluation activities of the teachers, the College Principal calls for a meeting of the Head of the Departments, Coordinator IQAC. The meetings are usually called for adopting new guidelines. The faculty member of individual department takes care of various internal assessment such as home assignments, class tests in both oral and written form and paper presentation. Each department sets their own question based on the prescribed syllabus which is overlooked by the Head of

Departments. The answer scripts are evaluated by the respective department and the safety of marks obtained is ensured. Certain subjects conducted the internal assessment examination in oral form. Continuous assessment helps the students to improve and also create a space for better creativity. One of the productive results of internal evaluation is that teachers are more equipped with the trend of modern education system. Not in a formal training the college Principal conducted programme with the faculties for discussing about the present trend of education system, what the concerned higher authority wants to do and what they are going to do. Besides, every department has respective meetings occasionally for innovative teaching and learning enhancement in response to the direction or instruction given by the College Principal.

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

Academic Calendar prepared and adhered for conduct of Examination and other related matters. Annual College Academic Calendar of Ideal Girls' College is fixed by the Board of Studies Academic Committee of the College, with the College Principal as the Chairperson of the Committee. Before giving a final touch, the Convenor, Board of Studies Academic Committee uploaded the draft proposal of the Committee to the college teachers' whatsapp group and collected feedback. Then the College Principal calls joint meetings if necessary, and her decision is final but that should be on the basis of the guidelines of the Affiliating University. Manipur University as an Affiliating University provides Annual Academic Calendar every June. Regarding the admission process, beginning of the academic session, and semester examination, the college is not allowed to go beyond the schedule as it is fixed by Manipur University. On this basis, our College again fixed its own academic calendar by inserting its annual and semester wise schedules like internal assessment, study tour, College Week (Covering all the literary, cultural and sports items), etc. the College Principal is giving full effort for maintaining proper curriculum delivery system within the academic year. Band, blockade, strike etc are happening inevitably. In such conditions, if there are any difficulties in completion of the prescribed syllabus, the circulated notice in general, and inform particularly to the teachers for extra classes, even may be during holiday and Sunday.

2.6 – Student Performance and Learning Outcomes

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

http://igcakampat.ac.in/2020/m_program_outcome.docx

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|--------------------------|---|---|-----------------|
| BA | BA | NIL | 28 | 28 | 100 |
| BSc | BSc | NIL | 16 | 16 | 100 |

[View File](#)

2.7 – Student Satisfaction Survey

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

http://www.igcakampat.ac.in/upload/sss_questions.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|--|----------|----------------------------|------------------------|---------------------------------|
| Major Projects | 00 | 00 | 0 | 0 |
| Minor Projects | 00 | 00 | 0 | 0 |
| Interdisciplinary Projects | 00 | 00 | 0 | 0 |
| Industry sponsored Projects | 00 | 00 | 0 | 0 |
| Projects sponsored by the University | 00 | 00 | 0 | 0 |
| Students Research Projects (Other than compulsory by the University) | 00 | 00 | 0 | 0 |
| International Projects | 00 | 00 | 0 | 0 |
| Any Other (Specify) | 00 | 00 | 0 | 0 |

[View File](#)

3.2 – Innovation Ecosystem

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

| Title of workshop/seminar | Name of the Dept. | Date |
|---|-------------------|------|
| No Data Entered/Not Applicable !!! | | |

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

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|---|-----------------|-----------------|---------------|----------|
| No Data Entered/Not Applicable !!! | | | | |
| View File | | | | |

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

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---|------|--------------|----------------------|--------------------|----------------------|
| No Data Entered/Not Applicable !!! | | | | | |
| View File | | | | | |

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
|-------|----------|---------------|

| | | |
|---|---|---|
| 0 | 0 | 0 |
|---|---|---|

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

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

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---------------------------|------------|-----------------------|--------------------------------|
| International | zoology | 1 | 5.46 |
| View File | | | |

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

| Department | Number of Publication |
|---------------------------|-----------------------|
| ENGLISH | 3 |
| HISTORY | 3 |
| View File | |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|---------------------------|----------------|------------------|---------------------|----------------|---|---|
| 00 | 00 | 00 | 2018 | 0 | 00 | 0 |
| 00 | 00 | 00 | 2019 | 0 | 00 | 0 |
| View File | | | | | | |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|---------------------------|----------------|------------------|---------------------|---------|---|---|
| 00 | 00 | 00 | 2018 | 0 | 0 | 00 |
| 00 | 00 | 00 | 2019 | 0 | 0 | 00 |
| View File | | | | | | |

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

| Number of Faculty | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 34 | 9 | 44 | 0 |
| Presented papers | 13 | 0 | 13 | 0 |
| View File | | | | |

3.4 – Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|-------------------------------|---|--|--|
| World Environment Day 2018 | Dept. of Geography, History, Pol. Science | 35 | 39 |
| View File | | | |

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

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|---------------------------|-------------------|-----------------|---------------------------------|
| 00 | 00 | 00 | 0 |
| View File | | | |

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

| Name of the scheme | Organising unit/Agen cy/collaborating agency | Name of the activity | Number of teachers participated in such activites | Number of students participated in such activites |
|---------------------------|--|--|---|---|
| Swachh Bharat Abhiyan | NSS | Swachh Bharat summer Internship Programme | 5 | 21 |
| Digital Shakti | NCW/Cyber prace foundation Facebook | Launcing Prog. Of Digital shakti | 25 | 20 |
| Swachhata Hi Seva | Office of the Dy. Comm. Imphal East | Cleanliness drive under Swachhta Hi Seva | 35 | 25 |
| NSS | NSS | Three days Winter Residential and empowerment Camp | 5 | 30 |
| NSS | NSS in Collaboration with the office of Office of the Dy. Comm. Imphal East | Cleanliness drive | 30 | 28 |
| NSS | National Foundation of Communal Harmony | Slogan Writing, Clligraphy, eassy writing, Painting | 20 | 57 |
| View File | | | | |

3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|--------------------|-------------|-----------------------------|----------|
|--------------------|-------------|-----------------------------|----------|

| | | | |
|---------------------------|---|---|---|
| 0 | 0 | 0 | 0 |
| View File | | | |

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

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|--------------------------|---|---|---------------|-------------|-------------|
| JCRE on industry partner | Diploma in Tourism and Hospitality Management | JCRE | 22/11/2018 | 25/11/2019 | 31 |
| No file uploaded. | | | | | |

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

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|---------------------------|--------------------|--|---|
| JCRE | 22/11/2018 | Diploma in Tourism and Hospitality management under RUSA 2018-19 | 31 |
| View File | | | |

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 0 | 0 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|--------------------------------|-------------------------|
| Class rooms | Existing |
| Campus Area | Existing |
| Laboratories | Existing |
| Classrooms with LCD facilities | Existing |
| Seminar Halls | Existing |
| View File | |

4.2 – Library as a Learning Resource

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

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|------------------------------------|---|---------|--------------------|
| No Data Entered/Not Applicable !!! | | | |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|---------------------------|------------|-------|-------------|-------|--------|-------|
| | Text Books | 1227 | 368100 | 210 | 157500 | 1437 |
| Reference Books | 250 | 52500 | 30 | 39049 | 280 | 91549 |
| Journals | 81 | 12400 | 0 | 81 | 81 | 12481 |
| View File | | | | | | |

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

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---|--------------------|---------------------------------------|-----------------------------|
| No Data Entered/Not Applicable !!! | | | |
| View File | | | |

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 20 | 1 | 1 | 0 | 1 | 1 | 14 | 5 | 0 |
| Added | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 20 | 1 | 1 | 0 | 1 | 1 | 14 | 5 | 0 |

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

| |
|--------------|
| 5 MBPS/ GBPS |
|--------------|

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|--|
| 00 | 00 |

4.4 – Maintenance of Campus Infrastructure

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 0 | 45000 | 0 | 0 |

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

| |
|---|
| <p>Procedures and policies for maintaining and utilising physical, academic and support facilities- laboratories, library, sports complex, computers, classrooms etc. All the academic and physical facilities in the college and the</p> |
|---|

support facilities in and around the college are utilised by Ideal Girls' College in a proper and care manner by the students, faculties and stakeholders. In order to maintain and utilise facilities, the college has various procedures and policies. Even though the college buildings are not in modern storied ones, but all the rooms of different blocks are student friendly. It has three different blocks with different purposes. Besides the departmental rooms, all the classrooms are divided into two categories: one for specific departmental use and the other for common classes. Laboratories of the college are maintained by the respective departments where practical activities concerning the subject are carried out. The departmental Heads are responsible for various facilities relating to laboratory matters. The college also has provision for public departmental examinations which are generally held on Sundays. This is one of the policies of the college in regards to classroom maintenance and infrastructural provisions which can exposed to others. Since there is no librarian in the college, a faculty member is assigned as an in-charge of the library. The library in-charge issues library cards to both students and faculties for systematic procedures. The rules are strictly maintained as prescribed in the college prospectus. The computers are availed to faculties and students for required purposes. Academic staff mostly uses the computer for academic and administrative purposes while students use it for preparation of report of field work, practical activities, accessing web resources etc. The college Principal arranges basic computer and IT courses for fixed number of students, based on the available number of computers in the college during the semester break. The Physical Education Teacher handles all the programme for Games and Sports promotion in the college. Gymnasium is opened thrice in a week. The gym is availed free of cost to the Ideal Girls' College's students and teachers. The College Principal checks all the sports equipment through the Physical Education Teacher from time to time and especially before the College Week. Indoor halls are maintained with the help of local club. Sports fields are decorated with different flowers by the B.Voc students. The college has single bedded one storey building girls' hostel. The hostel functions under the supervision of Girls' Hostel Management Committee, which looks after the management aspects. A lady warden is stationed in the hostel to maintain and manage daily affairs of the hostel. The college maintains cleanliness drive under the guidance of the assigned non-teaching staffs. It is also the policy of the college that garbage generated in the campus is collected by municipal garbage vans on daily basis. The canteen functions in partnership with private caterer on a lease basis. It is strictly monitored keeping the status of qualitative aspects in check. Grade IV staffs are assigned for cleanliness of the college.

http://www.igcakampat.ac.in/2020/m_procedures.docx

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|--|--------------------|------------------|
| Financial Support from institution | nil | 0 | 0 |
| Financial Support from Other Sources | | | |
| a) National | Post metric scholarship and Ishan Uday | 19 | 179000 |
| b) International | nil | 0 | 0 |

[View File](#)

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

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved |
|---|------------------------|-----------------------------|--------------------|
| YOGA | 26/06/2019 | 15 | 4 COLLEGE TEACHERS |

[View File](#)

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

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------|--------------------|--|--|--|---------------------------|
| 2018 | NIL | 0 | 0 | 0 | 0 |
| 2019 | NIL | 0 | 0 | 0 | 0 |

[View File](#)

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|-------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| 00 | 0 | 0 | 00 | 0 | 0 |

[View File](#)

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

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|------|--|--------------------------|------------------------------------|-----------------------------------|-------------------------------|
| 2019 | 2 | BA English, BA HISTORY | Dept. of English, Dept. of History | Manipur Univ., Dhanamanjuri Univ. | MA English, MA History |

[View File](#)

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

| Items | Number of students selected/ qualifying |
|-------|---|
| NET | 0 |

[View File](#)

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

| Activity | Level | Number of Participants |
|---------------|-------|------------------------|
| Carroom | OPEN | 10 |
| TABLE TENNIS | OPEN | 10 |
| BATMAN TON | OPEN | 14 |
| 100M RACE | OPEN | 25 |
| MUSICAL CHAIR | OPEN | 20 |
| RECITATION | OPEN | 15 |
| DANCE | OPEN | 20 |
| FASHION SHOW | OPEN | 20 |

[View File](#)

5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|------|-------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| 2018 | NIL | National | 0 | 0 | 0 | NIL |
| 2019 | NIL | Internatio nal | 0 | 0 | 0 | NIL |

[View File](#)

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

Activities of Students Council and representation of students on the academic and administrative bodies of the institution. Ideal Girls' College has a provision for formation of student council, which is formed in all the higher educational institutions. The name of student council of this college is Student Union Ideal Girls' College. Members of the Union under the leaders of the Executives involve in all the college academic activities starting from the Student Induction Programme which held just at the beginning of the Odd Session. They participated in the seminars, workshops, conference etc. They are actively involved in the Swatchha Bharat Aabhiyan, Ek Bharat Shrestha Bharat etc.. The General Secretary of the Student Union and her team represent all the students of the college in any external and internal college activities and take decision on behalf of the students' union. Demands and needs of the students are channelized through the General Secretary. The main activities organized under the initiatives of by the Student Union, Ideal Girls' College 2018-19 are- • Organising of Fresher's Social Meet, the Student Union welcome the new students of the college with different cultural items. • Organising of the College Week, the Student Union explored all the literary, cultural and sports talents of the students of the college. Most important item of the College Week is crowning of Ideal Queen. • The union also Organised a three days Winter Residential Cleanliness and Empowerment Camp from 27th January to 29th January, 2019.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

25

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

500

5.4.4 – Meetings/activities organized by Alumni Association :

Members of the Alumni association organized World Environment Day on 5th June 2018 along with the teachers and students of the college. Two resource persons G.Amita Devi HOD, Department of Botany and Dr. L. Ajitkumar Sharma HOD, Department of Chemistry have given a lecture on the theme of this years Environment Day: "BEAT THE PLASTIC POLLUTION". The 2nd General Body meeting of Alumni Association, Ideal Girls' college was held on 14th September 2018. The Association warmly welcome newly joined members of the association are increased from 21 to 25. The association felicitated the position holder of the college of this years academic session.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Mention two practices of decentralization and participative management during the last year Administration and management at Ideal Girls' College is not concentrated and handled by a single hand. It is distributed and shared by all the faculties of the college. Even the students also involved if necessary. As a matter of fact, College Principal distributed the administration and management of the college with the power given by the Government and on the basis of the guidelines and orders of the UGC and the affiliating university. The two main practices of decentralization and management of the college during 2018-19 are- • The College Principal is the Chairperson of the College IQAC which is the backbone of the overall development of the institution. The IQAC is giving full attention in the development and maintenance of quality education by collaborating all the faculties and stakeholder inside and outside the college. IQAC involves in all the activities of curricular and co-curricular activities of the college and support all the programmes and initiatives of all the committees and cells of the college. Different Cells and Committees are formed with the College Principal as the Chairperson to perform certain activities for the development of the college. • For upbringing and brightness of the college profile, as a Chairperson, the College Principal discussed and distributed all the activities of the Cells and Committees to all the members through the Coordinators. The Principal insisted the Convenor of the Admission Committee to focus details of the institution in the College Prospectus which is distributed along with the Admission Form at the beginning of the session. Admission of the new students is very important stage of the institute. So through the Admission Committee, the College Principal started to maintain transparency, free and fair administrative system in the college. During induction programme, which involves all the faculties interacted with new students about the facilities which they can develop their career in the institution on the basis of their educational background. By highlighting the vision of the college and with an intention to focus their equal rights with their counterparts, enhancement and empowerment of women is giving full priority to the students of the college. All the administrative and academic

activities are shared and distributed to all the faculties of the college. As the college is a girls' college, gender and women issue is giving top priority through the Women Cell. All the faculties of the college participated in all the programmes like Gender Sensitization, Female Health and Hygiene, Cleanliness etc. organized by Women Cell of the College. Grievance and Redressal Committee contributed in the collection of information of problems and prospects of the students and submitted to the Principal for feedback. This Committee organized Talk Programme, Seminar, Workshop etc. for grooming the academic and research activities for all the faculties of the college and others too.

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

Partial

6.2 – Strategy Development and Deployment

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

| Strategy Type | Details |
|--|---|
| Admission of Students | ? Admission of Students: With women empowerment with equal rights as the main vision of the college, to enhance the education of girl child is giving top priority by Ideal Girls' College. For enhancing the level of education to all the girl section, especially poor and weaker section of the girls, there is a scheme for free admission on certain conditions. Orphans are totally free with valid documents. For encouraging sports and culture, 25 of admission fees are exempted with certificates of national and international participation in their respective fields. |
| Industry Interaction / Collaboration | ? Industry Interaction/Collaboration: Diploma in Tourism and Hospitality Management is introduced under RUSA and signed an MOU with the industry partner JCRE . |
| Human Resource Management | ? Human Resource Management: Ideal Girls' College conducted programmes, functions and other activities above the classroom activities for maximizing faculties and students performance in service of the educational and institutional development under the Principal's strategic objectives to follow the guidelines of UGC, affiliating university and state government. with different skills and attributes of the faculties and students, different awards and medals shined the college. |
| Library, ICT and Physical Infrastructure / Instrumentation | ? Library, ICT and Physical Infrastructure: Faculties are nominating for participation ICT |

training programmes. Students are also benefitting new system of education and national level programmes through ITC. Physical infrastructure available in the institute are exploiting with all the facets of development of curriculum delivery system in student centric way.

Research and Development

? Research and Development: Research is important for the development of knowledge, in order to provide trustworthy information regarding educational problems and their solutions. Both students and teachers of Ideal Girls' College are conducting different forms of research for development of knowledge. As a part of the prescribed syllabus, field research are conducted by the students of Home Science and Education under the guidance of Departmental Teachers. Teachers are also developing research papers and contributed in reputed, peer reviewed with impact factor journals. They are contributing innovative working papers in conference, seminar, workshop etc.

Examination and Evaluation

? Examination and Evaluation: College internal examinations and Universal Examinations were strictly observed and Supervising Invigilators are appointed and Examination Committee is controlling and checking all the students for avoiding unfair means. Evaluations of the college internal examinations are supervised by the Board of Studies and Academic Committee of the college.

Teaching and Learning

? Teaching and Learning: Above the normal classes, extra tutorial classes are conducted in some department. Field studies are conducted by the department of Botany, Zoology, Geography, Home Science. Students availed the knowledge of Project Report Writing in the Home Science and Education Departments

Curriculum Development

? Curriculum Development: As Ideal Girls' College is an Affiliated under Manipur University, Curriculum development is mainly in the hands of the affiliating university. However maintenance and enhancement of curriculum is tackling by the committees, cells and especially by the Head of the Departments under the leadership of the College Principal with modern system of curriculum

delivery on the basis of UGC guidelines.

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

| E-governance area | Details |
|-------------------------------|---------|
| Planning and Development | 00 |
| Administration | 00 |
| Finance and Accounts | 00 |
| Student Admission and Support | 00 |
| Examination | 00 |

6.3 – Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|------|-----------------|--|--|-------------------|
| 2018 | 00 | 00 | 00 | 0 |
| 2019 | 00 | 00 | 00 | 0 |

[View File](#)

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

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|---|--|---|-----------|---------|---|---|
| No Data Entered/Not Applicable !!! | | | | | | |

[View File](#)

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

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---------------------------------|------------|------------|----------|
| Orientation Programme | 1 | 04/06/2018 | 01/07/2018 | 30 |
| Refresher Course | 4 | 19/11/2018 | 11/12/2018 | 30 |
| Refresher Course | 1 | 21/11/2018 | 28/02/2019 | 95 |
| Refresher Course | 4 | 10/01/2019 | 02/02/2019 | 30 |
| Orientation Programme | 2 | 06/02/2019 | 07/03/2019 | 30 |

| | | | | |
|---------------------------|---|------------|------------|----|
| Orientation Programme | 2 | 07/03/2019 | 03/04/2019 | 30 |
| View File | | | | |

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

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 53 | 53 | 6 | 6 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|--|---|---|
| Teaching- participation of Orientation Programme, Refreshers Course, Short Term Course, Seminar, Conferences, Workshops etc. for enhancement of their knowledge, research and skill under UGC guideline are readily permitted. Permitted advance loan from their salary accounts. Leaves related with their social and health factors are granted. | <ul style="list-style-type: none"> • Deputed the computer and staff development programme organised by the State education Directorate • Deputed to the seminar and workshop for financial and administrative development, organised by other colleges • Conducted meetings with the faculties • Giving awareness about the new changes of official work. Permitted advance loan from their salary accounts. Leaves related with their social and health factors are granted. | Awards and Honours are conferred to the deserving students. Giving full support to the Student Union with their separate room and common room for the students only. Arrange add on programmes, certificate course, awareness camp etc. |

6.4 – Financial Management and Resource Mobilization

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

| |
|--|
| As the institution is a government institution, financial audit is conducted by State Government Local Audit Department and the Office of the Principal Accountant General, Manipur. |
|--|

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---|
| Dr. Th. Binarani Devi,Principal | 1000 | Good Attendance record for the students |
| View File | | |

6.4.3 – Total corpus fund generated

| |
|-------|
| 98518 |
|-------|

6.5 – Internal Quality Assurance System

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

| Audit Type | External | Internal |
|------------|----------|----------|
| | | |

| | | | | |
|----------------|--------|--------|--------|-----------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | 00 | Yes | Principal |
| Administrative | No | 00 | Yes | Principal |

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

Academic, social, cultural and moral development of the student of any institute in an innovative way can be achieved with full support from all the stakeholders, especially parents and local communities. Although Ideal Girls' College has not properly formed the "Parent-Teachers Association", the College Principal invites parents time to time and discusses about the present position of the college, about the scholarship and importance of the support and cooperation of the parents through their positive feedback. When NAAC PEER Team visited our college for the First Cycle, parents discussed about the new trends of collegiate education, its changes in this globalised IT world and also appreciated the contribution of the College Principal in connection with the development of the Ideal Girls' College.

6.5.3 – Development programmes for support staff (at least three)

- Deputed the computer and staff development programme organised by the State education Directorate
- Deputed to the seminar and workshop for financial and administrative development, organised by other colleges
- Conducted meetings with the faculties
- Giving awareness about the new changes of official work. Permitted advance loan from their salary accounts. Leaves related with their social and health factors are granted.

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

1. Submission of Peer Team Visit Recommendation to the Government.
2. Short Term Free Basic IT Course for the students.
3. Opening of B.Voc. Degree in Floriculture and Certificate course in Korean Language and culture.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|--|-------------------------|---------------|-------------|------------------------|
| 2018 | Appointment of IQAC Coordinator | 14/07/2018 | 14/07/2018 | 14/07/2018 | 10 |
| 2018 | Joint meeting of HOD, IQAC, Academic committee | 25/07/2018 | 25/07/2018 | 25/07/2018 | 21 |
| 2019 | Opening of V.Boc Course | 14/01/2019 | 14/01/2019 | 14/01/2019 | 8 |
| 2019 | Preparation of SSS | 11/03/2019 | 11/03/2019 | 11/03/2019 | 9 |

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

| Title of the programme | Period from | Period To | Number of Participants | |
|---|-------------|------------|------------------------|------|
| | | | Female | Male |
| National seminar on human development and gender | 21/05/2018 | 21/05/2018 | 90 | 30 |
| Legal Awareness Programme | 22/12/2018 | 22/12/2018 | 42 | 27 |
| One day workshop on understanding right and responsibilities of women | 08/12/2018 | 08/12/2018 | 75 | 28 |

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

Percentage of power requirement of the University met by the renewable energy sources

- Department of Botany and Zoology conduct fieldwork and study tour to create awareness for conservation of biodiversity among the students.
- Student Union of IGC is aware by making the switch off light and fans before leaving the classroom.
- Old electric bulbs are replaced by new LED bulbs.
- IQAC room is meet by renewable solar energy.

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|--|--------|-------------------------|
| Physical facilities | No | 0 |
| Provision for lift | No | 0 |
| Ramp/Rails | Yes | 0 |
| Braille Software/facilities | No | 0 |
| Rest Rooms | No | 0 |
| Scribes for examination | No | 0 |
| Special skill development for differently abled students | No | 0 |
| Any other similar facility | No | 0 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages | Number of initiatives taken to engage with and | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|------|--|--|------|----------|--------------------|------------------|--|
|------|--|--|------|----------|--------------------|------------------|--|

| | | | | | | | |
|---------------------------|-------------------|-------------------------------|------------|---|----------------------------------|--------------|----|
| | and disadvantages | contribute to local community | | | | | |
| 2018 | 1 | 0 | 05/06/2018 | 7 | Cleaning and Plantation of trees | Eco-friendly | 37 |
| 2018 | 0 | 1 | 03/12/2018 | 3 | Filling up of college campus | Flood | 28 |
| View File | | | | | | | |

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title | Date of publication | Follow up(max 100 words) |
|---|---------------------|--|
| Human Value | 21/05/2018 | Teacher and students are expected to: 1. Maintain the dignity and decorum of the post, must conduct themselves in accordance with the ideals of the profession. 2. Inculcate national ideas of education among students. 3. Follow proper protocols for any official matters. 4. Co-operate in the formulation of policies in the institution. |
| Professional Ethics and Code of Conduct | 08/07/2018 | 5. Maintain the decorum of the classroom. 6. Students are expected to attend their classes punctually. 7. Maintain discipline and cleanliness in the college. 8. Ragging is strictly prohibited. The basic Humanvalues are Truth, honesty, loyalty, love, peace etc. which are the fundamental goodness of human beings. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---------------|-------------|------------------------|
| National Foundation for Communal Harmony- Communal Harmony Campaign in and around the college with banners of hatred of violence, | 18/11/2018 | 22/11/2018 | 100 |

respect and honour
of all the
communities,
encouragement of
backward
communities etc.
and fashion parade
of the students

[View File](#)

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

- Beat the Plastic Campaign (cleanliness and lectures given by Dr. G. Amita Devi and L. Ajitkumar Sharma) 5th June 2018
- Plantation of trees by the Alumni in around the college campus-5th June 2018
- Three Days Cleanliness and Empowerment Camp organised by the Student Union-27-29 December 2018
- Environment Week-5-11 June 2019
- Identification of Medicinal Plant inside the college campus-11th June 2019

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Two institutional best practices are:

- Free IT Programme- The combination of education and technology has been considered the main key to human progress and development. Education feeds technology which in turn forms the basis of education. With the help of IT, students are able to access knowledge at any time and place of their choice. They are able to do it at any place that they choose to and at any time they are comfortable. So giving minimum basic knowledge of IT is a must today. Even though Ideal Girls' College has no regular courses on IT and Computer Science, the college is arranged to provide basic minimum IT and Computer knowledge to the students. In 2019, Ideal Girls' College organized a Short Term Free Basic Course for the students with the help of PN Regional Institute of Skill Development.
- Teacher Mentor: Ideal Girls' College has introduced a practice for mobilising girls and women who have dropped out their study and provide them an opportunity to complete their study. The practice of Teacher Mentor was introduced in this college in 2013-14 academic session and they are assigned for three academic sessions. The Mentors collected information for those girls from the 2 level institutions especially those who have financial problems for their further studies. They are given guidance about the importance of the success of their future with the help of proper formal education. At the beginning only two teachers were assigned for this activity one each from science stream and arts stream. With their great effort, Smt L. Gitarani Devi was enrolled in arts stream, who was a long time dropped out after her 2 standard. During her three years degree programme, the mentors looked after minutely about her problems which may hamper her study including her health factor. Due to the mentors' painless struggle and cooperation of the student, Gitarani graduated who is now a permanent employee under the Education Department. After successful activities of the teacher-mentors, in the second term the number of Teacher Mentors has been increased to five. In the second term, five teachers are assigned for the practice. In 2019-20, twenty-seven students enrolled in both arts and science streams with the initiatives of the teacher-mentors. In this session, two Scheduled Tribe girls from hilly districts are also enrolled without admission fees. Besides, the Teacher-Mentor programme of the college and the College Principal mobilises the students who have enrolled in the three year semester for developing a good relationship with the faculties of the college and ensure a conducive teaching-learning environment. The programme is held mainly in order to impart the provisions and assistance available for students and also convince them the confidence.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://www.igcakampat.ac.in/2020/m_best_practices.docx

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust: Good quality education is important for girls and women, preventing gender-based violence and equality through education remains top priority at Ideal Girls' College. The education of girls and women can lead to a wide range of benefits from improved maternal health reduce infant mortality and fertility rates to increase prevention against any communicable diseases etc. It has its mission and vision to promote and empower the girl students in all aspects beginning at the basic core of equal right. It remains the sole priority of the college to see that every student embraces equality particularly of gender in all its complexities. Beyond Gender equality, educational accessibility and free social and cultural environment are some of the major issues where the college has its marks. In this regard, initiative was taken where workshops and seminars on gender sensitization and gender equality and other related issues have been organized. Through this initiative, a platform is availed for students and faculties to be actively engaged and bring about self-knowledge, self-reverence and awareness of their rights and responsibilities. The importance of women education has been emphasized over and again to cultivate self-esteem and self-realization. The college provides an opportunity for financially weak students to enrol with fee concession. This has proven to be an effective measure in uplifting women through modern education system. It is the pride of the college that students are able to bring laurels at the state level. This session is marked by the achievement of a student who has received a state level award in slogan competition. The college pays an immense effort to promote and uphold the vision of the college for which students and teachers are at progressive pace in maintaining the social and cultural environment. Equal access to good quality education requires addressing wide-range and persistent inequalities in society and should include a stronger focus on how different forms of inequality intersect to produce unequal outcomes for marginalised and vulnerable groups. The college is strongly committed to issues of gender equality keeping the context and status in mind so that students transform into a confident, honest and upright individual who will prove to be an asset to the society. It is the priority of the college to strengthen in focusing on discovering self identity in the learning-teaching process. The college has grown into a place where communal harmony and unity of different cultures are at good rate. The beauty of unity in diversity is displayed by organizing event such as Communal Harmony week where students showcase their talents and cultures and continue to promote the same at large extend.

Provide the weblink of the institution

http://www.igcakampat.ac.in/2020/m_institute_per.docx

8.Future Plans of Actions for Next Academic Year

Plans of the institution for next year: ? Quiz club formation and increase general and social awareness knowledge. ? Innovative programmes increasing extension activities. ? Induction program for faculties. ? Collaboration with IT farms for computer and IT-oriented programs for students and faculties. ? Increase placement levels. ? Establishment of Canteen and student Center. ? Human Values, Rights and Ethical programmes. ? Plantation of more trees including

medicinal and traditional plants. ? Automation of library and enhancement of ICT facilities. ? Registration of Alumni association and increasing their activities. ? Introduction of skill and Vocational course. ? Motivate teachers to undertake minor and major research projects and flagship programmes. ? Increasing the number of Internal Assessment for the students and Introduction of student exchange and student seminar. ? Encouraging faculty members to complete their doctoral degrees and to continue innovative and scientific research activities. ? Increasing the number of environment and eco-friendly initiatives by NSS and ensuring the participation of maximum students in such initiatives. ? Promoting participation of students and staff in college activities. ? Promoting activities such as Yoga, physical Education and exercise, meditation etc related to development of mental and physical fitness of students, faculties. ? Organization of workshop, seminar, conference, lecture, counseling on job and career development. ? Upgrade of existing laboratories and equipment with care and hygienic maintenance by the concern department. ? Organization of seminar ,conference, lecture, interaction programmes etc. to enhance in teaching-learning, extension and outreach related and co-and extracurricular activities. ? Construction of more drainage and rain water harvesting system in the college campus with social service and cleanliness programmes of faculties and students. ? Identification of the site of Bio-park, applicable to the practical and research studies for bio-sciences. ? Opening more Add-on programmes and certificate courses. ? Organize more Gender sensitive Programmes.