YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution　　　　　IDEAL GIRLS' COLLEGE

- Name of the Head of the institution　　DR.TH.BINARANI DEVI

- Designation　　PRINCIPAL

- Does the institution function from its own campus?　　Yes

- Phone no./Alternate phone no.　　03852445518

- Mobile No:　　9436037407

- Registered e-mail　　igcakampat12@gmail.com

- Alternate e-mail　　thokchom2009@gmail.com

- Address　　Akampat, Imphal East

- City/Town　　Town

- State/UT　　Manipur

- Pin Code　　795001

2.Institutional status

- Affiliated / Constitution Colleges　　Affiliated

- Type of Institution　　Women

- Location　　Rural

- Financial Status　　UGC 2f and 12(B)

- Name of the Affiliating University **Manipur University**

- Name of the IQAC Coordinator **Dr.M.Amita**

- Phone No. **9862834889**

- Alternate phone No. **9863241646**

- Mobile **9862834889**

- IQAC e-mail address **moirangthemamita03@gmail.com**

- Alternate e-mail address

3.Website address (Web link of the AQAR (Previous Academic Year)

https://www.igcakampat.ac.in/download/2022232276644_AQAR%202019-20.pdf

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://www.igcakampat.ac.in/download/20244241348892_Academic%20Calender%202020-21.PDF

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.69**	**2019**	**28/03/2019**	**27/03/2024**

6.Date of Establishment of IQAC **16/04/2018**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
0	**0**	**0**	**0**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

View File

9.No. of IQAC meetings held during the year   **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   **No**

- If yes, mention the amount

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

• Ideal Girls' College, Akampat in collaboration with SS College of Education, Nadia, West Bengal, organized a National Webinar on "An August Requiem – A cultural Milieu: A Tribute to Rabindranath Tagore on 23rd August, 2020. • Conduct two days National Seminar on "Medicinal Plants in Covid-19 Pandemic" at our College in collaboration with Shree Shree Gourgovind Girls' college, Imphal East, Manipur. • Online Essay Writing Competition in observation of "Azadi Ka Amrut Mahotsav" was conducted by Department of English on the Topic – INDIAN FREEDOM STRUGGLE on 12th March, 2021.

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

Plan of Action	Achievements/Outcomes
1. Preparation of time table and academic calendar 2020-21.	1. Time table and academic calendar 2020-21 prepared by IQAC and Academic committee has been submitted to the Principal of the college.
1.Encourage department and faculty members to organised/conduct webinars , workshop, seminars etc.	1.Ideal Girls' College, Akampat in collaboration with SS College of Education, Nadia, West Bengal, organized a National Webinar on "An August Requiem – A cultural Milieu: A Tribute to Rabindranath Tagore on 23rd August, 2020. 2.Conduct two days National Seminar on "Medicinal Plants in Covid-19 Pandemic" at our College in collaboration with Shree Shree Gourgovind Girls' college, Imphal East, Manipur.
1.Encourage faculty members to take part in faculty exchange programme with nearby institutions.	1.Dr.Samom Tejbanta Singh, History Department of Ideal Girls' College was nominated for faculty exchange programmed with M.B. College, Imphal East on 12th Feb. 2021.

13.Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	IDEAL GIRLS' COLLEGE
• Name of the Head of the institution	DR.TH.BINARANI DEVI
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
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• Mobile No:	9436037407
• Registered e-mail	igcakampat12@gmail.com
• Alternate e-mail	thokchom2009@gmail.com
• Address	Akampat, Imphal East
• City/Town	Town
• State/UT	Manipur
• Pin Code	795001

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• Type of Institution	Women
• Location	Rural
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• Name of the Affiliating University	Manipur University
• Name of the IQAC Coordinator	Dr.M.Amita
• Phone No.	9862834889

• Alternate phone No.	**9863241646**
• Mobile	**9862834889**
• IQAC e-mail address	**moirangthemamita03@gmail.com**
• Alternate e-mail address	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.igcakampat.ac.in/download/2022232276644_AQAR%202019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.igcakampat.ac.in/download/20244241348892_Academic%20Calender%202020-21.PDF

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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**4**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**

• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
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13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	03/03/2022

15.Multidisciplinary / interdisciplinary

NEP aims at promoting the exclusive potential of students through a holistic and interdisciplinary mode of education. In this context, Ideal Girls' College, Akampat is well equipped to implement NEP regulations in its curriculum under the guidelines of Manipur University, UGC and Government of Manipur. The college organized a National Webinar on National Education Policy 2020 and Rural Development on 29th July 2020. The teaching learning pedagogy adopted at Ideal Girls' College ensures amalgamation of intellectual, scientific, emotional, social and cultural development amongst students. In some disciplines like Home Science, Economics, Geography etc both science and Arts students are enrolled. Again, some other disciplines, scientific laboratory findings are trying to carry out based on social survey, e.g, Botany, Zoology, Education, Home Science etc. Education, Home Science and Geography offer flexible and innovative curricula that includes credit-based courses and projects in the areas of community engagement and service, environmental education, and value-based towards the attainment of a holistic and multidisciplinary education. These courses contained one unit each for project/survey report as compulsory part. Ideal Girls' College is a Government College under the Department of the Directorate of University & Higher Education, Government of Manipur, and affiliated to Manipur University. From the middle part of 2019, both the Government of Manipur and Manipur are working very hard for offering a multidisciplinary flexible curriculum that enables multiple entry and exits at the end of 1st, 2nd and 3rd years of undergraduate education. Subject Teachers of Ideal Girls College are involved in creation of New Curriculum as a Member of the Board of Studies. The College Principal is a member of the Manipur University NEP Implementation Committee. The Committee submitted its report to the UGC New Delhi in March 2020.

16.Academic bank of credits (ABC):

Ideal Girls' College is waiting to register ABC to permit its learners to avail the benefit of multiple entries and exit during the chosen programme and to enable credit transfer. These initiatives would be highly beneficial to slow learners as an alternate means and will provide flexibility to students to learn as per their ability and convenience for the advance learners too. Teachers are actively engaged in designing their own curriculum, as assigned by the affiliating university, and pedagogical approaches within the approved framework through Learning Management System.

17.Skill development:
Since 2017, Ideal Girls' College, Akampat opens Diploma in Tourism and Hospitality Development as an add on course for strengthening vocational education. On 22nd September 2020, UBA Unit of the College organized a National Level Webinar on NEP 2020 and Rural Development. Prescribed undergraduate syllabus of the Affiliating University is containing value based education for inculcating positivity amongst the learner and towards others. Gandhian Study, Indian Political System, Food & Nutrition, Human Development etc are some of the full papers included in the normal programmes of the college. In addition the College observes days of importance for inculcating the values of truth, justice, peace, love, non-violence, nationalism, patriotism etc.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
Ideal Girls' College upholds the integration of the values of local and national culture and heritage. College Principal deputes college faculties to join in the Faculty DevolomentProgramme, Workshop, and Seminar as a plan to train its faculties to provide the classroom delivery in bilingual mode (English and vernacular) and also encourage the faculties to develop vernacular (Manipuri) language with different programmes inside the campus. NEP 2020 emphasizes upon the pertaining to the appropriate integration of Indian Knowledge system. As a part of integrating different culture, tradition, language etc, the college observes Matribhasa Diwas, Manipuri Patriots Day, National Voters Day, Indian Constitution Day etc as an act of reverence towards Indian social, culture, language etc. Faculties are free to provide the classroom delivery in bilingual mode-English and Manipuri. Students are encourage to perform both indigenous and modern sports, dance, music etc. which make an encouragement in staying connection with regional and national culture and tradition. Online essay competitions, paragraph writing, cartoon competition etc are organized by the college based on the national and regional importance, including the role of the national and regional heroes for grooming the knowledge of the students.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
The key features for implementation of OBE at Ideal Girls' College includes-development of curriculum framework that outlines specific and measurable outcomes. Assessment of the

students to determine if students have achieved the stated standards, next step for further improvement will be taken up and if not special measures are taken up for them separately. If necessary, parents are called by the college Principal through the teacher mentor/s. this will help in aligning the course outcomes with the programme outcome. There is another scope that can improve the skills of students and competencies as per the programme objectives.

20.Distance education/online education:

The transformation from conventional to blended and virtual learning brings in an integrated engagement with technology at Ideal Girls' College. With technology having become an integral part of the landscape of teaching and learning, it continues to transform pedagogical practice. The promotion of online education and usage of tools and techniques at college levels has become increasing, particularly with the COVID 19 period that compel educational institutions to shift to online learning. With the support of the Directorate of University & Higher Education, Government of Manipur, the college entered into online teaching-learning experiences of the student community on one hand, while enriching teaching experiences of the faculties too.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**14**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**129**

File Description	Documents
Data Template	[View File](#)

2.2	**64**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	No File Uploaded

2.3 Number of outgoing/ final year students during the year	**22**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**51**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**57**

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	**11**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**102290**
4.3 Total number of computers on campus for academic purposes	**15**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Academic Committee & Board of Studies, Ideal Girls' college prepares its own academic calendar, for each semester and circulated in both hard and soft version, and available at college website too. It contains the commencement of the academic session, duration of classroom teaching (online/offline) per semester, internal assessment, field & extension studies, sports & cultural activities, seminars etc. At the opening of every academic year, college organised an induction programme, highlighting with the offer programmes and courses of the college, teaching learning evaluation system, extra-curricular activities etc. to all the parents and students.

Course delivery method – Lecture, Classroom Presentation, Tutorial, Lab. Experimental Work, Online Classes through WhatsApp, YouTube and video records.

Time Management- A general flexible college time table and separate departmental time table based on general time table -available in college notice board and college website.

-Departmental teaching plan available in the notice boards.

Internal Assessment- The Internal assessment which consists of internal tests (oral & written), assignments, field trips, talk programmes, workshops and seminar presentations, projects etc. are conducted to evaluate the performance of students.

Review of Curriculum-- The review of the delivered curriculum is carried out at the end of the semester through a well plan feedback system.

Student mentoring--College also has a student mentoring programme which provides a platform for exchange of ideas about the curriculum delivery system. Upload relevant supporting document

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	**Nil**

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

At the beginning of semester classes, College Level Academic Calendar is prepared by the Board of Studies and Academic Committee, Ideal Girls' College covering all the teaching-learning-evaluation, sports, culture etc. Academic Calendar of the college is somewhat flexible during the COVID 19 period. But all the activities for assessing the teaching -learning processes are maintained. Evaluation of the teaching-learning are made through oral, written, skill activities, field activities etc. The Internal assessment which consists of internal tests (oral & written), field trips, presentations/seminar, projects etc., and assignments are conducted to evaluate the performance of students. Seminar, talk programmes, workshops are also organized for refreshing and assessing the knowledge of both students and teachers.

Teachers assign innovative projects to students to build and check their creative skills. Presentations are taken on topics related to the syllabi or even on topics other than the main paper to develop the interest students.There is a provision for improvement of the learning level of the student by giving extra classes. No student is allowed to appear in the final examinations without appearing in the class tests, field studies and internal assessments. The University examinations are held at the end of each semester. Students are allowed to appear in the semester examination. Attendance of the students is also strictly maintained.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/	C. Any 2 of the above

Diploma Courses Assessment /evaluation process of the affiliating University	

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

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.

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.

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.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

19

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.igcakampat.ac.in/download/2024 42510274551_Teachers%20Feedback%20analysis %202020%2021.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

385

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of

supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

62

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	**No File Uploaded**

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

At Ideal Girls' College, Teacher Mentors are assigned with a ratio of 1/10 students, to check the learning level, attention towards their studies, family and environmental factors, hobbies, extra skill potentials etc. by the College Principal for every semester. Teacher mentors submit the status students from time to time to the college principal. With the reports of the teacher mentors, the College Principal advised the Career Counseling & Guidance Cell, Ideal Girls College for further necessary action.

Career Counseling & Guidance Cell, Ideal Girls College organized a n internal three day Career Counseling programme for the students of the college (date). During the programme, the members of the Cell assessed the level of the students based on their performance and feedbacks. After assessing the level of the students, Career Counseling & Guidance Cell proposed special programmes for different groups of students who are interested in the fields of business entrepreneurship, professional technicians, and administrators with appropriate resource persons for the advanced learners; and extra classes are advised for slow learners to the concerned teachers. If necessary, parents are called and discussed for the betterment of their wards in close room separately by the college Principal and members of the Career Counselling Cell of the college.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
129	51

File Description	Documents
Any additional information	No File Uploaded

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

Student centric methods of learning are adopted at Ideal Girls' College Akampat. As a part of it, Experiential learning is adopted in Home Science, Zoology, Geography, Educationand Botany with hands on learning in their laboratories and fields based on the prescribed syllabus of the affiliating university. Major types of experiential learning adopted at Ideal Girls' College are- model making, case studies, laboratory exercises, seminar, group discussion & assignment, project work, field visits, industrial visits, participation in competitions, interaction with External Experts etc.

Participatory learning is the body of the lesson, where learners/students are involved as actively in the learning process as possible. The focus is on the learner actively engaging and participating in the learning process. At Ideal Girls' College, Laboratory Practical, Field Visits, Student Seminar, Group Discussion, Survey Report Analysis etc. are conducted with full participation of the students, for exposing the learning capacity of the student.

Problem solving learning is a process that uses identified issues within a scenario to increase knowledge and understanding. It is identifying what they already know, what they need to know and how and where to access new information that may lead to the resolution of the problem. Not only the syllabus based issues, college conduct social problems solving programmes like free garbage, free plastic, gender crimes, COVID 19 awareness, Arogya Setu etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The Ideal Girls College always tries to stay upto date on the most recent advancements in ICT. ICT-enabled teaching techniques are also incorporated into the conventional framework for teaching and learning, especially in the 2020-21 academicl year. The institution was experimenting with a temporary switch from traditional classroom settings to virtual ones for teaching and learning. To communicate with the students, the faculty members used a lot of platforms like Zoom, Google Classroom, and Moodle. Creating subject-specific, semester-specific WhatsApp groups for the purpose of conducting classes, exchanging information about courses, careers, and study materials.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

51

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

17

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

398

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Ideal Girls' College ensures that all the students, parents and stakeholders are aware of the examination and evaluation processes are transparent and updated from time to time. The duration and methods are varied on the basis of the enrolment of the students. All the concerned teachers announced the date of the examination and the part of the syllabus in advance. Guidelines for teachers and students for internal assessment are prepared by the Academic Committee & Board of Studies of the college under the supervision of the College Principal. Transparency and security is ensured. All the questions and answer scripts are kept under lock and key by the Head of the Department concerns. Parents and students are encouraged to check their performance with the permission of the college Principal, if needed. The Grievance and Redressal Committee of the college collects information and any complains in the interest of the academic development of the college.

The students and parents are welcomed to give feedback on the conduct of teachers in teaching learning process as well as examination and evaluation in written or casual form. In response to it, the College Principal calls the respective staff/s and resolved the condition/s by any means.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

So far the college received no complained regarding the internal assessment examination system of the college from both the students and parents. But the college Principal, as the head of the institution called joint meeting of the IQAC and College Examination Committee and trying to check all the possible loopholes of the internal examination and evaluation system of the college without any delay. After the joint meeting, some selected parents (advanced learners and slow learners) through the teacher mentors and collected feedbacks regarding the internal examination and evaluation system of the college and requested suggestions for further improvement of the system in the interest of students.

Some parents appreciated the internal examination and evaluation system of the college, particularly for punctuality of the teaching faculties and maintaining time scheduled fixed by the Academic Committee & Board of Studies of the college. The Academic Calendar of the College prepared by the Academic Committee & Board of Studies clearly mentioned the timelines of college internal examination e.g during COVID 19 issues, the whole academic process was disturbed and conditionally change the academic calendar. But there is any unavoidable circumstances which disturbed the normal scheduled, the Academic Committee & Board of Studies circulated the changes and conditions in advance with the permission of the College Principal.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The knowledge, skills, abilities, and attitudes that students pick up throughout their undergraduate studies are encompassed by the program outcomes. The college provides a variety of science and humanities, each with distinct and well-defined goals. Each discipline's curriculum includes the precise learning objectives for each course, which are then discussed with students in class. At the departmental orientation sessions held at the start of every new academic session, the course outcomes are described. Colleges have developed a diverse co-curricular and extracurricular learning opportunities that extend beyond the classroom. Student learn how to recognize, formulate, and analyze real-world issues in order to draw sound conclusions based on the fundamental ideas of their subjects.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The assessment process includes internal assessment carrying 25 marks and final semester examination of 75 marks. There are various methodologies decided by the teachers as per program guidelines such as written tests, assignments, presentations, practical and viva etc. The external examiners set the semester question papers so that course outcomes can be tested as per the university guidelines. All departments in Imphal college maintains a departmental record book wherein information on students' persuasions in higher studies and their placement in various job sectors are recorded as a measure of course outcome. The engagement of students in various co-curricular activities such as internship, lab work and extracurricular activities indicate the outcome of their curricular learning.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

22

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.igcakampat.ac.in/download/2024425102632503_Student%20s

atisfaction%20survey%20report%202020%2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

12

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

12

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Ideal Girls' College organizes many activities to sensitize

students to social issues and prepare them to respond adequately to realities outside the classrooms where the facts and theories learned in the classrooms are tasted, applied and relearned in real life contexts and holistic development. Apart from the college contact hours, students involved in the outreach activities.

Ø Prescribed compulsory syllabus of Sixth Semester, Home Science dealt with the field visit of Old Age Home.

Ø Second Wave COVID 19 entered into the global environment before the complete solution of First Wave COVID 19 which is giving a serious threat to the whole world. College Principal and her team visited to the Thongju Kendra Community Quarantine Centre gave a brief importance of Aarogya Setu to the inmates and offered breakfast to them.

Ø UBA (Unnat Bharat Aabhiyan) Unit of the College visited to the adopted villages from time to time and collected report in connection with their local developmental issues.

Ø NSS, Red Cross Unit and faculties of the college organized plastic free campaign, cleanliness drive, gender issues etc to the neighboring villages.

After visiting such areas, students are briefed with the current social issues, and family relationship; how to overcome and solve such issues.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

3

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	**No File Uploaded**

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

02

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Ideal Girls' College with its locational advantages accessibilities has adequate physical infrastructure facilities which includes a number of sufficient classrooms, laboratories, indoor and outdoor halls, auditorium, library, faculty rooms, playgrounds, parking areas, hostel to support the academic activity in the campus. The entire campus has an area of 7.5 acres. The campus is wi-fi enabled to access internet facilities.

User friendly provision of ramps is specially provided for physically challenged students.

Classrooms: All the General Classrooms, 14 in number, are cleaned and maintained by the Grade IV Staffs of the College including corridorsandwashrooms. Departmental Classrooms are controlled and maintained by the teachers' of the respective departments.

Laboratory: The laboratory equipment,systematic maintenance of them and other accessories are regularly checked by the concernedHODs. All theconsumable and non-consumable items are separately recorded in departmental stock registers for physical verifications. Necessary workable experimental equipments and manuals are issued to the students after records at the time of practical classes by the teacher concerns due to non availability of supporting staffs.

Computers: With this modern system of education, the college also tuned with modern ICT facilities. WiFi provision with online and zeroxing facilities, both students enjoy The College has 16computers,oneinthePrincipal'sroom,twointheAdministrative section,oneinthe E-Office,twointheIQACoffice and ten in RUSA Computer Section.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

Ideal Girls' College is a unique centre for nourishment of girl student with full support system of games & sports and cultural activities.

The college has maintained good sports facilities that ensure 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, shotput,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.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	**No File Uploaded**

4.2 - Library as a Learning Resource

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**E. None of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

22

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Ideal Girls' College, Akampat has made the blended mode of academic transaction a defining characteristic since the post-COVID-19 pandemic. Twenty fully operational computer sets with an optic fiber broadband connection are available at Ideal Girls' College. Nodal Officer with extensive knowledge of IT-related topics. Modernizing the college's current IT infrastructure is a top concern. The current system needs to be upgraded on a regular basis because numerous students from different College are doing their IT-related coursework. A new initiative by the Indian government to provide free wifi access on campus will shortly go into effect.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

20

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution	C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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.

Ideal Girls' College maintains and utilized all thephysical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. in a proper systematic manner by the College Principal through department HoDs, In Charges, Committees, Cells etc.

Laboratory: The laboratory equipments and other accessories are regularly checked by the concernedHODs and the systematic maintenance of them is done by the laboratory attendants concerned. All theconsumable and non-consumable items are separately recorded in departmental stock registers for physical verifications.

Library: The college library is under the control of the college Librarian in Charges. All the departmental texts are properly kept in the respective shelves after verification and records which are carefully supervised by the Librarian in Charges.

Sportscomplex:Regarding sportscomplexourcollegehasprovisionsforbothindoorandoutdoorgames.Outdoorgameslikeannualsports,football, hockey, volleyball etc. are being held in the college field inside the campus.

Computers: The College has 16computers,oneinthePrincipal'sroom,twointheAdministrative section,oneinthe E-Office,twointheIQACoffice and ten in RUSA Computer Section.

Classrooms: All the General Classrooms are cleaned and maintained by the Grade IV Staffs of the College. Departmental Classrooms are controlled and maintained by the teachers' of the respective departments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

28

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**D. 1 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**C. Any 2 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	**No File Uploaded**

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	**No File Uploaded**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

College Students' Union is formed in a year under the directive of Director of University and Higher Education, Government of Manipur. The Students' Union played an important role in extending the time duration of the college library. The union took active part in the annual cultural festival. The college makes a good platform for participation of students in various academic and administrative bodies. This empowers the students in gaining leadership qualities, discipline, execution skill etc. The Principal of the college is the Chairman of the Union. The Principal along with the Prof-in-charges of the respective

secretary ship guides the members in all activities in executing their duties. The representatives are elected through election which is held during the month of November – December every year. The newly elected members of student's Union took charge for a period of one year from the time they take charge until the next Union is formed. The main objectives of the student's union are to maintain discipline in the college by way of their involvement and participating in the administrative and academic activities. Students Union organizes College Week, Sports Meet, Annual Fresher's Meet, Debating Competition, Cultural and Literary Meet, Teacher's Day Celebration, Social Service Camp, NSS Camp, Excursion, Publication of Annual Magazine etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

7

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

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 General Body Meeting was held on 21-09-2020 at the premises of the college with the President Ksh. Ranibala Devi, in the Chair. In the meeting the members minutely discussed about the Covid -19 issues 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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institute is performing its academic and other valuable activities by providing opportunity and priority to science, arts and physical educationin a very distinctive way. College having proper theory including practical classes, co-curricular activities, literary programmes, seminars, workshops, study tours and computer training which are helpful in the University examinations as well as combined competitive examinations. Extension activities through NSS, Games and Sports, Cultural programmes, blood donation camp, social service, yoga are provided. Students participated in the sports and cultural events- State as well as National, winning and obtaining medals in the inter college and state events. 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, games and sports, cultural activities etc. for both

students and teachers. The college provides library facility and can provide both hard and soft materials. The college also registered N-LIST for teachers for receiving literature through internet. As the college is set in a rural area, it provides a unique opportunity for poor students as well as SC ,ST and OBC students especially from the rural area, equally as their counterparts in other better developed parts of the state as well the country, to take up these courses which are made available to them at cheaper cost.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum is designed as per rules prescribed by the Manipur University, Canchipur. Faculty members are part Committee of courses, University Departmental committees for curricular planning and syllabi are involved in framing guidelines for their respective courses and maintaining of standards of instruction, curriculum and examination.

Lession plans, group discussion, home assignments, field work/study tours.The college continuously improves its infrastructure and incorporates new technology, tools and aids, to improvethe teaching and learningprocesses.Teaching is supplemented with workshops, educational tours, laboratory visits, field trips.

Examination and evaluation process is followed as per Manipur University rules at the end of each semester. In addition, class test and internal test examination is also conducted for effective learning of the college.

An admission committee having 11 members from different subjects decided the process of admission and do the needful including mode of admission, reservation etc.The admission process is highly transparent. Rules and regulations of the University are strictly followed.

The college organized interaction programmes among the faculty members for development of human resources.All leave rules followed as per the Government of Manipur. The college always helps the teachers to avail the research grants in respect of the teachers who are undergoing Ph.D.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

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	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

D. Any 1 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

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. Thecollege 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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

11

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

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 theAccountant 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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

. 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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 and recorded the incremental improvement in various activities

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.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution places a high priority on encouraging gender equity among its employees and students. Every year, a special session on gender sensitization is held as part of the Student Orientation Program for incoming students. Throughout the year, a

number of programs on various gender-related issues were held. On March 8, 2022, the entire campus observed International Women's Day. On that day, a number of programs centered on gender-related issues, women's empowerment, gender discrimination, and the necessity of equality were arranged by various committees and departments.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management: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.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**

A. Any 4 or All of the above

3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Students from diverse cultural, regional, linguistic, socioeconomic, and other backgrounds are admitted to the college. The college regularly organizes a variety of academic and extracurricular programs in which students from diverse backgrounds are given equal opportunities to participate.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution takes steps to make staff and students aware of their constitutional responsibilities. Every year on November 26th, institution celebrate Constitution Day. Two teachers read the Preamble aloud on the public announcement system on Constitution Day in 2021. The major goal of this was to raise awareness of constitutional duties among all of the faculty, staff, and students enrolled on campus. The Department of Political Science is in charge of putting together various events, such as seminars, panel discussions etc.to teach staff and students the fundamentals of the Indian constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized — **D. Any 1 of the above**

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

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

Patriots Day : it is observed on13th 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 SardarVallabhai 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.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice I

Title: Review of teaching and learning evaluation-

Goals: To adopt Outcome Based Learning with the acknowledgment of teaching, learning and evaluation process in the College.

Context

1. Classes, extra classes and extension activities held as per academic calendar.

2. Punctuality of teachers and students

3. Improvement of college Library.

Practice: Review meetings organised and placed before the Principal and convey about the review meeting.

Evidence of success: Most of the students, Parents and teachers participated in the face to face review meeting.

Problems encountered: 1. Socio-environmental factors like COVID 19 Pandemic, Flood, Bund, Blockade etc.

Best practice II

Title: Students academic enrichment through extension activities-

Goals :

* To build self confidence and accountability towards society.

Context: In the academic session 2020-21, online and offline extension activities were organised by NSS Unit, UBA Unit along with the faculties.

like COVID 19 Pandemic, Aarogya Setu, online activities, maintenance of environment etc.

Evidence of success: Fifty-one teachers and many students participated in different special online and offline extension activities organised by the college.

Problems encountered: The programme unable to organize throughout with a fixed schedule due to curfew and lock down conditions as an impact of COVID 19 Pandemic.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The institute is performing its academic and other valuable activities by providing opportunity and priority to science, arts and humanities in a very distinctive way. Skill based multidisciplinary education will be helpful to achieve more in

their future career like employment and for participation in the society. Extension activities through NSS, Games and Sports, Cultural programmes, social service, yoga are provided. Students participated in the sports and cultural events- State as well as National, winning and obtaining medals in the inter college and state events. The college organizes interaction programme, social service, yoga, environment awareness programmes, tree plantation programme for building up a personally fulfilling integrity, unity and strength, protection o environment as well as to bring good character of the human. 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, games and sports, cultural activities etc. for both students and teachers. The college provides library facility and can provide both hard and soft materials. The college also registered N-LIST for teachers and students for receiving literature through internet. Not only to prepare its students for obtaining degrees, it has also cultivates self knowledge and self-realization. These are very necessary to make the future of the society and nation.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Library Automation.

2. Soft skill class

3. Green audit

4. Conduct National and International Seminar

5. Establishment of Canteen.

6. Upgradation of Laboratory equipment

7. Organizing more WORKSHOP and CONFERENCE.