



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		IDEAL GIRLS ' COLLEGE
• Name of the Head of the institution	KSH. RANIBALA DEVI	
• Designation	PRINCIPAL	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	03852445518	
• Mobile No:	7005744386	
• Registered e-mail	igcakampat12@gmail.com	
• Alternate e-mail	tilakigc2016@gmail.com	
• Address	Akampat, Imphal East, Manipur	
• City/Town	City	
• State/UT	Manipur	
• Pin Code	795001	
2.Institutional status		
• Affiliated / Constitution Colleges	Affiliated College	
• 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		9862035944			
• 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/2024729946809_AQAR%202020-21.pdf			
4.Whether Academic Calendar prepared during the year?		Yes			
• if yes, whether it is uploaded in the Institutional website Web link:		https://igcakampat.ac.in/download/20241012183225306_Academic%20Calendar%202022-23.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	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1.Signed MOU on faculty exchange programmed.		
2.Conduct one day State level workshop on implementation of NER 2020.		
3. Preparation of time table and academic calendar 2022, and uploaded in website.		
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	
Preparation of time table and academic calendar 2022-23.	Preparation of time table and academic calendar 2022, and uploaded in website.	
Encourage faculty members to take part in faculty exchange programmed.	Signed MOU on faculty exchange programmed between Ideal Girls College and Shree Shree Gouragobind College, Khurai Sajor Leikai, Imphal East, Manipur	
Encourage faculty members to organized seminar, conference, workshop etc.	Conduct one day State level workshop on implementation of NER 2020.	
13.Whether the AQAR was placed before	No	

statutory body?	
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-22	02/02/2023
15.Multidisciplinary / interdisciplinary	
<p>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.</p>	
16.Academic bank of credits (ABC):	
<p>Ideal Girls' College facilitated 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</p>	

within the approved framework through Learning Management System.
17.Skill development:
<p>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 is planning to organize a skill programme for adopted villages. 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.</p>
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
<p>Ideal Girls' College upholds the integration of the values of local and national culture and heritage. College Principal deputed college faculties to join in the Faculty Development Programme, 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. Faculties are free to provide the classroom delivery in bilingual mode-English and Manipuri. All the subject offer at Ideal Girls' College used bilingual in teaching -learning process. 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. 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.</p>
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
<p>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</p>

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. Faculties are encouraged to join online teaching method and apply for online programmes.

Extended Profile

1.Programme

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

File Description	Documents
Data Template	View File

2.Student

2.1	142
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	192
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	45
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	51
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	50
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	11
Total number of Classrooms and Seminar halls	
4.2	103200
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	15
Total number of computers on campus for academic purposes	

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 Institution ensures effective curriculum 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. The committees also prepare the commencement of the academic session, duration of classroom, teaching learning assessment, field and extension studies, induction programme, extra-curricular activities of the students.

File Description	Documents
Upload relevant supporting document	View File
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 the session for every semester, 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. However the teaching learning processes are maintained through online. Evaluation for the performance of the students are made through oral, written, skill activities, field trips, seminars, presentation, projects etc., for refreshing and assessing the knowledge of both students and teachers.

Innovative projects are assigned to the students on topic related to the syllabus and burning topic of the society. Attendance of the students is also strictly maintained, at least 75% for every semester conducted by the concern university.

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/ 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	View File

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)	View File

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)	View File

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

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

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 Institution offers a General Foundation Course from 1 to 4th Semester. GFC 3rd Semester is entitled with Regional Development: North East India. This last unit is on women empowerment which 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 enhanced with topics related to environment like concept of ecosystem, interaction of biotics and abiotic factors, concept of biodiversity which gives 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 as Moral Philosophy. The structure of this paper consists of chapters on both moral theories and their practical aspects. It gives to enlighten students ethically and morally in daily lives and instill in the implications of diplomatic situation.

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

4

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	View File
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

65

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

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/2024101218241391_STUDENT%20SATISFACTORY%20SURVEY%20%202022-23.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

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

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

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 below 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. 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
142	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

At Ideal Girls' College, Akampat experimental learning is adopted as a part of student centric learning. Leaving methods such as model making, case studies, seminars, group discussion and assignment, field visits, interaction with external experts are used to be able to achieve this method of learning.

Further, more, students are encouraged to participate actively in the learning process through participatory learning. Active participation of students is conducted through laboratory practicals, students, seminars, survey report analysis etc.

Finally students are trained to improve problem solving skills. College conducts social problems solving programmes such as free garbage, free plastic, gender crimes and 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

Ideal Girls' College stays upto date with the technological developments. The institution experimented virtual teaching and learning specially in the academic year 2020-2021. Plateforms like Zoom, google classroom have been used for conducting classes, exchanging information about courses, careers and study materials. The institution also adopted a temporary switch from traditional classroom settings for virtual ones in the teaching and learning process which turn out to be a success full experiment. In fact the college attempts to provide upto date methods while imparting information relating to education and other academic activities by giving emphesis through the medium of ICT. Thereby the students are provided the chance of enhancing their knowledge in an advanced manner.

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

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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

21

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

472

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.

Mechanism of Internal Assessment. Ideal Girls' College makes sure that examination and evaluation process are transparent. The date of examination and the part of the syllabus are announced in advance by all the concerned teachers. The guidelines are prepared under the supervision of the college principal. All the questions and answer scripts are locked. Feedback from students and parents regarding the teachers, learning process, examination and evaluation are welcomed. The college principal takes action if necessary.

Transparency and security is strictly ensured in the examination related matters. The grievance and Redressal Committee collect any information and complains for the academic development of the institution. All the methods adopted are in the real since aimed to maintain a healthy and advanced academic atmosphere in the college.

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

There is no complaint regarding the internal assessment examination system yet, both from students and parents. However the principal can call joint meeting of the IQAC and college examination committee to check all the possible loopholes without any delay. After the meeting the collect feedback from the teachers and extend suggestions for further improvement in the interest of the students. The academic calendar of the college prepared by the Academic Committtee and the Board of studies clearly mention the time lines of college internal examination during Covid 19 pendemic.

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 college provides a variety of science and humanities each with a distinct and well defined goals which are then discussed with the students in the class. The college has developed a diverse extra-curricular learning opportunities from which students learn how to recognise, formulate and analyse real world issues to draw a sound conclusion.

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 consist of internal assessment of 25 marks and final semester examination of 75 marks. Various methods such as written tests, assignments, presentations, practical and viva are adopted. All departments maintain a record book where in students, persuasion in higher studies and their placement in various jobs are recorded.

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

10

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/2024101218241391_STUDENT%20SATISFACTORY%20SURVEY%20%202022-23.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)	View File

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)	View File
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

6

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

4

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

1

File Description	Documents
Any additional information	View File
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

A special camp of Ideal Girls' College was organized for seven days from 22nd August 2022 to 28th August 2022. The camp was held with the active participation of NSS volunteers and the community of the adopted village of the college i.e. Torban Kshetri Leikai under Thongju Assembly Constituency. It was organized under the theme "YOUTH FOR NATION BUILDING". Youths play an important role in the progress and development of our nation as they constitute a majority portion of the total population of the country. The main objective of the Special Camp was to evolve the volunteers so that they could become responsible citizens of the country and participate in various activities for building a strong and prosperous nation. During the camp, awareness of issues of health, HIV, environment, etc. was conducted. Cleanliness and tree plantation activities were also carried out at the adopted village. Such an NSS camp gave the student a platform for acquiring a sense of voluntary service to the community and many other areas at the state level and national levels.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	View File

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)	View File
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

9

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)	View File

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

11

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)	View File

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

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
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

4

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

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.

The College has adequate facilities which includes a number of sufficient classrooms, Laboratories, indoor halls library, facility rooms, playground and parking areas. The entire campus has an area of 7.5 acres. Wi-Fi is connected and enabled to access internet facilities.

Classroom: The classrooms are neat and clean corridors, washrooms

and staff rooms are well maintained.

Laboratory: There is a lack of supporting staffs so the experimental equipments and manuals are issued to the students after records at the time of Practical classes by the concerned teachers. Every HODs regularly checked laboratory equipment's, apparatus, glassware and other accessories.

Computers: There is Wi-Fi connection, Xerox facilities. The college has 16 computers, one in the Principal's room, two in the Administrative section, one in the E-Office, two in the IQAC Office and ten in RUSA computer sections.

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.

The college has maintained special facilities in sports which ensure physical fitness and good health for the students. The college has two main playgrounds for sports and extra-curricular activities providing facilities for track and field events, long jump, high jump, javelin-throw, discus-throw, shot-put, and so on. The infrastructure for indoor games include multi-gym hall, badminton court, fitness and weight lifting facility, table tennis boards, yoga facility, etc. These facilities for both outdoor and indoor games create a conducive environment for grooming and training students in the field of sports in the college. In spite of giving enough facilities in sports, the college is able to organise different inter college and state sports meet annually. As an outcome of the above facilities, the college has trained and produced both national and international players. Identification of custom and culture and exchanging cultural talents by spreading awareness for cultural growth, the college has separate infrastructural provisions auditorium, seminar and conference hall, RUSA-Hall etc.

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)	View File

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)

0

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)	View File

4.2 - Library as a Learning Resource

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

Inspite of Wi-Fi facility being available in the College, library automation using Integrated Library Management System (ILMS) has been delayed due to various factors such as lack of trained manpower, infrastructure and other administrative issues. Fellow of communication to the concerned authority has been made and hopeful that it would resolve at the earliest. At present library service is delivered manually. The collection of books include a wide range of subjects from English literature, Pure Sciences, Arts, History and Social Science.

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)	View File

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)

0

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)	View File

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

21

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 continuously strives and update its IT (Information technology) facilities including Wi-Fi post Covid-19 pandemic. 20 fully operational computer sets and to replace legacy system with optic fiber broadband connection is available at the Ideal Girls' College. One dedicated Nodal Officer with extensive Knowledge on IT-related field is available. The students of the College are access to their computer lab. There is a plan to upgrade the current system and also to extend Wi-Fi connectivity facility in the entire college campus.

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 D. 10 - 5MBPS

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)

0

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)	View File

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 the physical, 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 concerned HODs and the systematic maintenance of them is done by the laboratory attendants

concerned. All the consumable 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.

Sports complex: Regarding sports complex our college has provisions for both indoor and outdoor games. Outdoor games like annual sports, football, hockey, volleyball etc. are being held in the college field inside the campus. Computers: The College has

16 computers, one in the Principal's room, two in the Administrative section, one in the E-Office, two in the IQAC office 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

18

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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)	View File

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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

4

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

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	https://www.igcakampat.ac.in/download/2022125183641597_One%20week%20Yoga%20program%20Notification.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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)	View File

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

E. None of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
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	View File
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

5

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

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	View File
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 university/state/national/international level (During the year) (Data Template)	View File

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 every year under the directive of Directorate of Higher Education, Government of Manipur. The Union plays an active role in the annual cultural festivities, academic and administrative activities with the objectives to gain leadership qualities, discipline, execution skill and so on. The Principal acts as the Chairmen of the students Union and there is one teacher-in-charge for student union The Principal as president of the student union with the teacher-in-charge work together in executing their duties. After the Union Election the newly elected members will take charge for a period of one year until the next Union Election. Students' Union organise College Meet, Foundation Day, Freshers Meet, Cultural and Library Meet, Teachers' Day, Study Tour and Publication of Annual Magazine.

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

1

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

There is an Alumni Association extends necessary support for the improvement of the college Physically, morally and financially from time to time. The association was formed is 2017 July with 21 members with the objectives to support the development of the college, organise student welfare programmes, meeting with teachers, college principal and the Students Union, mobilisation funds etc. Office Bearers of the association are selected for a term of four years. The association also held its General Body Meeting regularly and the main agenda is mostly focused on the issues relating to the college and work with devotion for its well being. Sometimes campaigns are held with help of both the teaching and non-teaching staff to protect the college property. In fact the well being of the college is given first priority by the association.

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

5.4.2 - Alumni contribution during the year **E. <1Lakhs**
(INR in Lakhs)

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 governance of the institution is reflective of and in tune with the vision and mission of the institution. Being the only government educational institutions for women in entire Imphal East District of Manipur, the major objectives of the Ideal Girls' College, Akampat is to serve the society in regards to women's education among the marginalised and economically weaker section of people of the area, their right to financial freedom and economic independence. In order to achieve this, the college made provisions for certificate Diploma course Tourism and Hospitality Management in order to make the students achieve a stable career. Keeping in mind the new trends and prospects of education, the college introduced new subject in Tourism and Travel Management under the sponsorship of RUSA as Vocational Course to bring up-to-date with the changing models of education. The college takes initiative to enhance research and innovation environment among faculties. To make the college a research friendly environment, the college tries to help faculty to take part in various seminar and conference and writing paper in various reputed journals. In accordance with the vision of the college, efforts are on to achieve a proper environment for the betterment of each and every major stakeholder of the college.

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.

At the beginning of each academic session, the first meeting of the General Body of the college is held to frame the sub-committees related to the academic affairs. Teachers propose their suggestions and after thorough discussions, the composition of each committee is nominated unanimously by the General Body. The composition of different committees is changed at different intervals to ensure a uniform exposure of duties for academic and professional development of teachers. The General Body, IQAC and all sub-committees have teachers' representatives, while the IQAC, Internal Complaint

Committee have student representatives. All administrative committees include Non-teaching staff representatives. Participatory management is ensured at the strategic, functional and operational levels. The Principal, Teachers Association and the IQAC are involved in defining policies and procedures, framing guidelines and rules & regulations pertaining to admission, examination, discipline, grievance, support services, finance etc. Teachers share knowledge and expertise among themselves, students and staff members while working in a committee. The Principal interacts with affiliating university, government and external agencies & teachers also maintain academic interactions with the concerned departments of affiliating university. Students and office staff contribute significantly to execute the academic, administrative, extension related, co- and extracurricular activities.

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

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. Lesson plans, group discussion, home assignments, field work/study tours. The college continuously improves its infrastructure and incorporates new technology, tools and aids, to improve the teaching and learning processes. Teaching is supplemented with workshops, educational tours, laboratory visits, and 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	View File
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 Ideal Girls' College, Akampat is a Government college and is fully controlled by the rules, regulations and policies of the Department of Higher Education, Government of Manipur and affiliating University. Recruitment, promotion, transfer and other service related matters of staff are fully controlled by Government of Manipur in accordance with UGC Guidelines and the Manipur Government Service Rules. Recruitment of Faculty Members is done by the Manipur Public Service Commission. Curriculum designing and examination pattern and modalities are decided by the affiliating university, viz., Manipur University. The institution involves participation of General Body, Internal Quality Assurance Cell (IQAC), Academic Committee, non-teaching staff and Students' Union for implementation of the policies and guidelines.

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

E. None 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)	View File

6.3 - Faculty Empowerment Strategies

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

All benefits of the Manipur Government Employees are applicable to the Teaching and Non-Teaching Staff of this institution. Some of them are listed below:

- General Provident Fund (GPF) National Pension Scheme (NPS) for all the employees, whichever is applicable.
- Group Insurance cum Savings Scheme (GISS).
- Child Care Leave and maternity leave for female teachers and non-teaching staff.
- Faculty Members are provided duty-on-leave to participate in orientation programmes, refresher courses, short term courses, seminars, workshops and other professional development programmes.
- Health awareness programmes.

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)	View File

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)	View File

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

21

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

The college maintains the Performance Appraisal System for teaching staff as per the Directorate of Higher Education, guidelines which is revised from time to time. Internal Quality Assurance Cell (IQAC) of the institution invites applications from the faculty members in the prescribed proforma, which are verified and checked by the IQAC and the Head of the Institution and then forwarded to the Directorate of University and Higher Education, Government of Manipur for necessary action.

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

Audits are conducted at regular intervals for financial transparency and optimum accountability. Audits are conducted at two levels: i. by officials from Local Fund Audit of the State government and ii) by officials of the Accountant General's Office. The Sr. Assistant/accountant looks into various financial transactions conducted by the college regarding physical infrastructure as well as academic support. Documents like vouchers, utilization statements, cash receipts, Ledger and cashbooks are scrutinized. The external audit is an independent verification of financial

transactions of the college conducted by the officials of Directorate of Audit (Local Fund) Govt. of Manipur. Discussions are held to carry out internal auditing system in the near future. Any objections related to auditing are reviewed in meetings of the Committees and necessary actions are taken for their mitigation and redressal.

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)	View File

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

Being a government institution, the college is fully funded by the Government of Manipur. The salary component of funds is fully under the jurisdiction of the Government of Manipur. Excluding the salary component, the institution applies to the government for administrative approval and sanction stating the justification and fund requirement for academic, physical and other support facilities. Funds were also received under the State Govt Scheme applied by the Principal for the, contingencies, organizing events and other requirements stating proper justification and budget. The Principal conducts meetings with the Departmental Heads/cells/units, Coordinator, IQAC, Secretary, Teachers' Association and Librarian to finalize the allotment of funds. Subsequently Principal constitutes "Purchase and Tender Committee" to performs all activities such as

inviting tender/quotations, preparing comparative statement and payments strictly following the Government Guidelines in all purchases. On receipt of the respective resources, concerned department/cell/unit verifies the same.

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

Internal Quality Assurance Cell (IQAC) carries out activities that encompass all aspects of the

College functioning. The IQAC has been performing the following tasks on a regular basis:

1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students.
2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.
3. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak. Students and staff give their feedback and suggestions on teaching and administrative in the academic meetings.

The IQAC has immensely contributed in the implementation of quality assurance strategies and processes at all levels. The IQAC regularly meets every three months. The IQAC prepares, evaluates and recommends the following for approval by the relevant Institute and Govt. statutory authorities:

- (a) Annual Quality Assurance Report (AQAR)
- (b) Self-Study Reports of various accreditation bodies
- (c) Performance Based Appraisal System (PBAS) for Career Advancement

Scheme (CAS)

(d) Stakeholder's feedback

(e) Process Performance & Conformity

(f) Action Taken Reports

(g) New Programmes as per National Missions and Govt. Policies

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 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 Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar.

Institutional Academic calendar is prepared in accordance with the Academic calendar issued by the affiliating University and State government's holiday list.

All newly admitted students have to compulsorily attend the Induction Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various curricular activities, discipline and culture of the Institute. All students are also given a guided tour of the campus and the various facilities.

Important announcements are circulated through whatsapp group and college website notices.

Classes are monitored by the senior teachers. Principal make random visits to ensure smooth functioning of classes.

IQAC communicate with students to take feedback and appropriate steps are taken to enhance the teaching-learning 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	https://igcakampat.ac.in/download/20241015211749169_Annual%20Report%202022-23.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 student Orientation Programme is conducted annually with sessions on various gender related issues such as Women Empowerment, gender discrimination and need for equality. International Women's Day is also celebrated in the college campus on 8th March every year

by deferent departments and committees. The events include One Act Play, Monologue, Webinar on Women Leadership, Speech competition on the Role of Women in the family and the society at large, Dance drama Portraying The Role of Manipuri Women of the First Nupi Lan of 1904 and the 2nd Nupi Lan of 1939.

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
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

. Ideal Girls' College is trying the level best to minimize solid waste generated from the campus. The collage has a well-organised system of collecting, treating and disposing of solid waste inside the college premises.

Proper segregation is done by installing different types of plastic dustbins in the college campus. Four types of dustbins are kept in every faculty, administration, hostels and staff rooms. The types of plastic bins kept in the college premises are -

- 1. Green Dustbins are used for collecting kitchen wastes and other biodegradable waste.**

2. Blue Dustbins are non-biodegradable wastes like plastic, metals, glass pieces and laboratory glasswares.
3. Black Dustbins are used for collecting e-wastes like batteries, used phone etc.
4. Red Dustbins are used for sanitary napkins, needles, surgical knives etc.

. The compost or the manure is applied in the College Botanical garden. The non-biodegradable waste are collected weekly by the Municipal solid waste truck/ vehicle where it is taken for further treatment. Awareness programme are organised in Ideal Girls' College highlighting the different types of bins and their uses. The college authorities are taking the initiative to bring a healthy, Clean environment and also create a culture of waste educations.

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 **D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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: **D. Any 1 of the above**

1. Restricted entry of automobiles

- 2. Use of Bicycles/ Battery powered vehicles**
- 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	View File
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

E. None 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	View File
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 **E. None of the above**

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
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 Ideal Girls' College celebrates and organizes different national and international commemorative days, event and festivals, the list of the days are given below:

- 1. Constitution Day (26th November, 2022)**
- 2. National Youth Day (12th January, 2022)**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
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 1)

1. Title: Cash Prize for Meritorious Students
2. Objective :
 1. Students to perform well in Academic Field.
 2. Students to perform well in extracurricular activities.
 3. Teachers to contribute in the welfare of the students.
3. Context: The Award is sponsored by the teachers of the college.
4. Practice: Ideal Girls' College is committed to providing Cash Awards to meritorious students.
5. P. Randhoni Devi Memorial Cash Award
6. R.K. Munindro Singh Memorial Award
7. Thoudam Ibohal Singh Cash Award
8. Evidence of Success: The Pass percentage of 6th Semester students in the examinations.
9. Problems Encountered and Resources Required: The main problem lies in the quantum of the cash awards given to the students.

(BEST PRACTICE 2)

1. Title : Fee Sponsorship
2. Objective : To support students from the lower income group, especially those belonging to Below Poverty Line.
3. Practice: The teachers of the college sponsor admission fees for students belonging to lower income group.
4. Evidence of Success: 5 students were admitted at free of cost for the academic session 2021-22
5. Problems Encountered and Resources Required: The main problem is related to the inability of the college to accommodate all the students who seek free admission due to lack of adequate fund.

File Description	Documents
Best practices in the Institutional web site	View File
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 Ideal Girls' College always strives to impart academic excellence to girl students. The main priority of the college is to made quality education accessible to students from all strata of the society. The performance of the students, despite multiple challenges faced by the institution, in the examinations conducted by the Manipur University, which is the affiliating university, has been heartwarming. The pass percentage of the students, years after years, has been exceedingly high in both Arts and Science. Attempts are continually made to improve the teaching-learning process. Both the teachers and the students are continually encouraged to make increasing use of ICTs. Orientation Programmes meant to familiarize the newly inducted students with the curriculum and various other programmes are held from time to time to broaden the knowledge of the students as well as the faculty members. Regular Internal Assessments tests, quizzes, group discussions, are held. Tutorial classes, especially for Arts, are held daily.

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 Institution ensures effective curriculum 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. The committees also prepare the commencement of the academic session, duration of classroom, teaching learning assessment, field and extension studies, induction programme, extra-curricular activities of the students.

File Description	Documents
Upload relevant supporting document	View File
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 the session for every semester, 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. However the teaching learning processes are maintained through online. Evaluation for the performance of the students are made through oral, written, skill activities, field trips, seminars, presentation, projects etc., for refreshing and assessing the knowledge of both students and teachers.

Innovative projects are assigned to the students on topic related to the syllabus and burning topic of the society. Attendance of the students is also strictly maintained, at least 75% for every semester conducted by the concern university.

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/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above
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File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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)	View File

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)	View File
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	
File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File
1.3 - Curriculum Enrichment	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
<p>Gender: As per the syllabus of Manipur University, the Institution offers a General Foundation Course from 1 to 4th Semester. GFC 3rd Semester is entitled with Regional Development: North East India. This last unit is on women empowerment which 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.</p> <p>Environment and Sustainability: The course content of the syllabus as provided by Manipur University is highly enhanced with topics related to environment like concept of ecosystem, interaction of biotics and abiotic factors, concept of</p>	

biodiversity which gives 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 as Moral Philosophy. The structure of this paper consists of chapters on both moral theories and their practical aspects. It gives to enlighten students ethically and morally in daily lives and instill in the implications of diplomatic situation.

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

4

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	View File
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

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

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.igcakampat.ac.in/download/2024101218241391_STUDENT%20SATISFACTORY%20SURVEY%20%202022-23.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**192**

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****43**

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

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 below 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. 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
142	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

At Ideal Girls' College, Akampat experimental learning is adopted as a part of student centric learning. Leaving methods such as model making, case studies, seminars, group discussion and assignment, field visits, interaction with external experts are used to be able to achieve this method of learning.

Further, more, students are encouraged to participate actively in the learning process through participatory learning. Active participation of students in conducted through laboratory practicals, students, seminars, survey report analysis etc.

Finally students are trained to improve problem solving skills. College conducts social problems solving programmes such as free garbage, free plastic, gender crimes and 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

Ideal Girls' College stays upto date with the technological developments. The institution experimented virtual teaching and learning specially in the academic year 2020-2021. Platforms like Zoom, google classroom have been used for conducting classes, exchanging information about courses, careers and study materials. The institution also adopted a temporary switch from traditional classroom settings for virtual ones in the teaching and learning process which turn out to be a success full experiment. In fact the college attempts to provide upto date methods while imparting information relating to education and other academic activities by giving emphasis through the medium of ICT. Thereby the students are provided the chance of enhancing their knowledge in an advanced manner.

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

20

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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

21

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

472

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.

Mechanism of Internal Assessment. Ideal Girls' College makes sure that examination and evaluation process are transparent. The date of examination and the part of the syllabus are announced in advance by all the concerned teachers. The guidelines are prepared under the supervision of the college principal. All the questions and answer scripts are locked. Feedback from students and parents regarding the teachers, learning process, examination and evaluation are welcomed. The college principal takes action if necessary.

Transparency and security is strictly ensured in the examination related matters. The grievance and Redressal Committee collect any information and complains for the academic development of the institution. All the methods adopted are in the real since aimed to maintain a healthy and advanced academic atmosphere in the college.

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

There is no complaint regarding the internal assessment examination system yet, both from students and parents. However the principal can call joint meeting of the IQAC and college examination committee to check all the possible loopholes without any delay. After the meeting the collect feedback from the teachers and extend suggestions for further improvement in the interest of the students. The academic calendar of the college prepared by the Academic Committtee and the Board of studies clearly mention the time lines of college internal examination during Covid 19 pendemic.

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 college provides a variety of science and humanities each with a distinct and well defined goals which are then discussed with the students in the class. The college has developed a diverse extra-curricular learning opportunities from which students learn how to recognise, formulate and analyse real world issues to draw a sound conclusion.

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 consist of internal assessment of 25 marks and final semester examination of 75 marks. Various methods such as written tests, assignments, presentations, practical and viva are adopted. All departments maintain a record book where in students, persuasion in higher studies and their placement in various jobs are recorded.

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	
10	
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/2024101218241391_STUDENT%20SATISFACTORY%20SURVEY%20%202022-23.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)	View File

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)	View File
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

6

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

4

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

1

File Description	Documents
Any additional information	View File
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

A special camp of Ideal Girls' College was organized for seven days from 22nd August 2022 to 28th August 2022. The camp was held with the active participation of NSS volunteers and the community of the adopted village of the college i.e. Torban Kshetri Leikai under Thongju Assembly Constituency. It was organized under the theme "YOUTH FOR NATION BUILDING". Youths play an important role in the progress and development of our nation as they constitute a majority portion of the total population of the country. The main objective of the Special Camp was to evolve the volunteers so that they could become responsible citizens of the country and participate in various activities for building a strong and prosperous nation. During the camp, awareness of issues of health, HIV, environment, etc. was conducted. Cleanliness and tree plantation activities were also carried out at the adopted village. Such an NSS camp gave the student a platform for acquiring a sense of voluntary service to the community and many other areas at the state level and national levels.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	View File

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)	View File
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

9

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)	View File

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

11

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)	View File

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

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
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

4

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

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.

The College has adequate facilities which includes a number of sufficient classrooms, Laboratories, indoor halls library, facility rooms, playground and parking areas. The entire campus has an area of 7.5 acres. Wi-Fi is connected and enabled to access internet facilities.

Classroom: The classrooms are neat and clean corridors, washrooms and staff rooms are well maintained.

Laboratory: There is a lack of supporting staffs so the experimental equipments and manuals are issued to the students after records at the time of Practical classes by the concerned teachers. Every HODs regularly checked laboratory equipment's, apparatus, glassware and other accessories.

Computers: There is Wi-Fi connection, Xerox facilities. The college has 16 computers, one in the Principal's room, two in the Administrative section, one in the E-Office, two in the IQAC Office and ten in RUSA computer sections.

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.

The college has maintained special facilities in sports which ensure physical fitness and good health for the students. The college has two main playgrounds for sports and extra-curricular activities providing facilities for track and field events, long jump, high jump, javelin-throw, discus-throw, shot-put, and so on. The infrastructure for indoor games include multi-gym hall, badminton court, fitness and weight lifting facility, table tennis boards, yoga facility, etc. These facilities for both outdoor and indoor games create a conducive environment for grooming and training students in the field of sports in the college. In spite of giving enough facilities in sports, the college is able to organise different inter college and state sports meet annually. As an outcome of the above facilities, the college has trained and produced both national and international players. Identification of custom and culture and exchanging cultural talents by spreading awareness for cultural growth, the college has separate infrastructural provisions auditorium, seminar and conference hall, RUSA-Hall etc.

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)	View File

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)

0

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)	View File

4.2 - Library as a Learning Resource

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

Inspite of Wi-Fi facility being available in the College, library automation using Integrated Library Management System (ILMS) has been delayed due to various factors such as lack of trained manpower, infrastructure and other administrative issues. Fellow of communication to the concerned authority has been made and hopeful that it would resolve at the earliest. At present library service is delivered manually. The collection of books include a wide range of subjects from English literature, Pure Sciences, Arts, History and Social Science.

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)	View File

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)
0

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)	View File

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
21

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 continuously strives and update its IT (Information technology) facilities including Wi-Fi post Covid-19 pandemic. 20 fully operational computer sets and to replace legacy system with optic fiber broadband connection is available at the Ideal Girls' College. One dedicated Nodal Officer with extensive Knowledge on IT-related field is available. The students of the College are access to their computer lab. There is a plan to upgrade the current system and also to extend Wi-Fi connectivity facility in the entire college campus.

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

D. 10 - 5MBPS

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)

0

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)	View File

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 the physical, 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 concerned HODs and the systematic maintenance of them is done by the laboratory attendants concerned. All the consumable 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. Sports complex: Regarding sports complex our college has provisions for both indoor and outdoor games. Outdoor games like annual sports, football,

hockey, volleyball etc. are being held in the college field inside the campus. Computers: The College has 16 computers, one in the Principal's room, two in the Administrative section, one in the E-Office, two in the IQAC office 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

18

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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)	View File

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

4

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)	View File

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	https://www.igcakampat.ac.in/download/2022125183641597_One%20week%20Yoga%20program%20Notification.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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)	View File

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	E. None of the above								
<table> <tr> <th data-bbox="97 607 544 674">File Description</th><th data-bbox="544 607 1439 674">Documents</th></tr> <tr> <td data-bbox="97 674 544 887">Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee</td><td data-bbox="544 674 1439 887">View File</td></tr> <tr> <td data-bbox="97 887 544 987">Upload any additional information</td><td data-bbox="544 887 1439 987">No File Uploaded</td></tr> <tr> <td data-bbox="97 987 544 1122">Details of student grievances including sexual harassment and ragging cases</td><td data-bbox="544 987 1439 1122">No File Uploaded</td></tr> </table>	File Description	Documents	Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File	Upload any additional information	No File Uploaded	Details of student grievances including sexual harassment and ragging cases	No File Uploaded	
File Description	Documents								
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File								
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									
<table> <tr> <th data-bbox="97 1435 544 1503">File Description</th><th data-bbox="544 1435 1439 1503">Documents</th></tr> <tr> <td data-bbox="97 1503 544 1603">Self-attested list of students placed</td><td data-bbox="544 1503 1439 1603">View File</td></tr> <tr> <td data-bbox="97 1603 544 1693">Upload any additional information</td><td data-bbox="544 1603 1439 1693">No File Uploaded</td></tr> </table>	File Description	Documents	Self-attested list of students placed	View File	Upload any additional information	No File Uploaded			
File Description	Documents								
Self-attested list of students placed	View File								
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									
5									

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

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	View File
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 university/state/national/international level (During the year) (Data Template)	View File

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 every year under the directive of Directorate of Higher Education, Government of Manipur. The Union plays an active role in the annual cultural festivities, academic and administrative activities with the objectives to gain leadership qualities, discipline, execution skill and so on. The Principal acts as the Chairmen of the students Union and there is one teacher-in-charge for student union The Principal as president of the student union with the teacher-in-charge work together in executing their duties. After the Union Election the newly elected members will take charge for a period of one year until the next Union Election. Students' Union organise College Meet, Foundation Day, Freshers Meet, Cultural and Library Meet, Teachers' Day, Study Tour and Publication of Annual Magazine.

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

1

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

There is an Alumni Association extends necessary support for the improvement of the college Physically, morally and financially from time to time. The association was formed is 2017 July with 21 members with the objectives to support the development of the college, organise student welfare programmes, meeting with teachers, college principal and the Students Union, mobilisation funds etc. Office Bearers of the association are selected for a term of four years. The association also held its General Body Meeting regularly and the main agenda is mostly focused on the issues relating to the college and work with devotion for its well being. Sometimes campaigns are held with help of both the teaching and non-teaching staff to protect the college property. In fact the well being of the college is given first priority by the association.

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)

E. <1Lakhs

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 governance of the institution is reflective of and in tune with the vision and mission of the institution. Being the only government educational institutions for women in entire Imphal East District of Manipur, the major objectives of the Ideal Girls' College, Akampat is to serve the society in regards to women's education among the marginalised and economically weaker section of people of the area, their right to financial freedom and economic independence. In order to achieve this, the college

made provisions for certificate Diploma course Tourism and Hospitality Management in order to make the students achieve a stable career. Keeping in mind the new trends and prospects of education, the college introduced new subject in Tourism and Travel Management under the sponsorship of RUSA as Vocational Course to bring up-to-date with the changing models of education. The college takes initiative to enhance research and innovation environment among faculties. To make the college a research friendly environment, the college tries to help faculty to take part in various seminar and conference and writing paper in various reputed journals. In accordance with the vision of the college, efforts are on to achieve a proper environment for the betterment of each and every major stakeholder of the college.

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.

At the beginning of each academic session, the first meeting of the General Body of the college is held to frame the sub-committees related to the academic affairs. Teachers propose their suggestions and after thorough discussions, the composition of each committee is nominated unanimously by the General Body. The composition of different committees is changed at different intervals to ensure a uniform exposure of duties for academic and professional development of teachers. The General Body, IQAC and all sub-committees have teachers' representatives, while the IQAC, Internal Complaint Committee have student representatives. All administrative committees include Non-teaching staff representatives. Participatory management is ensured at the strategic, functional and operational levels. The Principal, Teachers Association and the IQAC are involved in defining policies and procedures, framing guidelines and rules & regulations pertaining to admission, examination, discipline, grievance, support services, finance etc. Teachers share knowledge and expertise among themselves, students and staff members while working in a committee. The Principal interacts with affiliating university, government and external agencies & teachers also maintain academic interactions with the concerned departments of affiliating university. Students and office staff

contribute significantly to execute the academic, administrative, extension related, co- and extracurricular activities.

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

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. Lesson plans, group discussion, home assignments, field work/study tours. The college continuously improves its infrastructure and incorporates new technology, tools and aids, to improve the teaching and learning processes. Teaching is supplemented with workshops, educational tours, laboratory visits, and 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	View File
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 Ideal Girls' College, Akampat is a Government college and is fully controlled by the rules, regulations and policies of the Department of Higher Education, Government of Manipur and affiliating University. Recruitment, promotion, transfer and other service related matters of staff are fully controlled by Government of Manipur in accordance with UGC Guidelines and the Manipur Government Service Rules. Recruitment of Faculty Members is done by the Manipur Public Service Commission. Curriculum designing and examination pattern and modalities are decided by the affiliating university, viz., Manipur University. The institution involves participation of General Body, Internal Quality Assurance Cell (IQAC), Academic Committee, non-teaching staff and Students' Union for implementation of the policies and guidelines.

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

E. None 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)	View File

6.3 - Faculty Empowerment Strategies

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

All benefits of the Manipur Government Employees are applicable to the Teaching and Non-Teaching Staff of this institution. Some of them are listed below:

- General Provident Fund (GPF) National Pension Scheme (NPS) for all the employees, whichever is applicable.
- Group Insurance cum Savings Scheme (GISS).
- Child Care Leave and maternity leave for female teachers and non-teaching staff.
- Faculty Members are provided duty-on-leave to participate in orientation programmes, refresher courses, short term courses, seminars, workshops and other professional development programmes.
- Health awareness programmes.

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)	View File

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)	View File

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

21

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

The college maintains the Performance Appraisal System for teaching staff as per the Directorate of Higher Education, guidelines guidelines which is revised from time to time. Internal Quality Assurance Cell (IQAC) of the institution invites applications from the faculty members in the prescribed proforma, which are verified and checked by the IQAC and the Head of the Institution and then forwarded to the Directorate of University ang Higher Education, Government of Manipur for necessary action.

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

Audits are conducted at regular intervals for financial transparency and optimum accountability. Audits are conducted at two levels: i. by officials from Local Fund Audit of the State government and ii) by officials of the Accountant General's Office. The Sr. Assistant/accountant looks into various financial transactions conducted by the college regarding physical infrastructure as well as academic support. Documents like vouchers, utilization statements, cash receipts, Ledger and

cashbooks are scrutinized. The external audit is an independent verification of financial transactions of the college conducted by the officials of Directorate of Audit (Local Fund) Govt. of Manipur. Discussions are held to carry out internal auditing system in the near future. Any objections related to auditing are reviewed in meetings of the Committees and necessary actions are taken for their mitigation and redressal.

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)	View File

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

Being a government institution, the college is fully funded by the Government of Manipur. The salary component of funds is fully under the jurisdiction of the Government of Manipur. Excluding the salary component, the institution applies to the government for administrative approval and sanction stating the justification and fund requirement for academic, physical and other support facilities. Funds were also received under the State Govt Scheme applied by the Principal for the, contingencies, organizing events and other requirements stating proper justification and budget. The Principal conducts meetings with the Departmental Heads/cells/units, Coordinator, IQAC, Secretary, Teachers' Association and Librarian to finalize the

allotment of funds. Subsequently Principal constitutes "Purchase and Tender Committee" to performs all activities such as inviting tender/quotations, preparing comparative statement and payments strictly following the Government Guidelines in all purchases. On receipt of the respective resources, concerned department/cell/unit verifies the same.

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

Internal Quality Assurance Cell (IQAC) carries out activities that encompass all aspects of the

College functioning. The IQAC has been performing the following tasks on a regular basis:

1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students.
2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.
3. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak. Students and staff give their feedback and suggestions on teaching and administrative in the academic meetings.

The IQAC has immensely contributed in the implementation of quality assurance strategies and processes at all levels. The IQAC regularly meets every three months. The IQAC prepares, evaluates and recommends the following for approval by the relevant Institute and Govt. statutory authorities:

- (a) Annual Quality Assurance Report (AQAR)
- (b) Self-Study Reports of various accreditation bodies

- (c) Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS)
- (d) Stakeholder's feedback
- (e) Process Performance & Conformity
- (f) Action Taken Reports
- (g) New Programmes as per National Missions and Govt. Policies

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 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 Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar.

Institutional Academic calendar is prepared in accordance with the Academic calendar issued by the affiliating University and State government's holiday list.

All newly admitted students have to compulsorily attend the Induction Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various curricular activities, discipline and culture of the Institute. All students are also given a guided tour of the campus and the various facilities.

Important announcements are circulated through whatsapp group and

college website notices.

Classes are monitored by the senior teachers. Principal make random visits to ensure smooth functioning of classes.

IQAC communicate with students to take feedback and appropriate steps are taken to enhance the teaching-learning 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	https://igcakampat.ac.in/download/20241015211749169_Annual%20Report%202022-23.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 student Orientation Programme is conducted annually with

sessions on various gender related issues such as Women Empowerment, gender discrimination and need for equality. International Women's Day is also celebrated in the college campus on 8th March every year by deferent departments and committees. The events include One Act Play, Monologue, Webinar on Women Leadership, Speech competition on the Role of Women in the family and the society at large, Dance drama Portraying The Role of Manipuri Women of the First Nupi Lan of 1904 and the 2nd Nupi Lan of 1939.

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
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

. Ideal Girls' College is trying the level best to minimize solid waste generated from the campus. The collage has a well-organised system of collecting, treating and disposing of solid waste inside the college premises.

Proper segregation is done by installing different types of plastic dustbins in the college campus. Four types of dustbins are kept in every faculty, administration, hostels and staff

rooms. The types of plastic bins kept in the college premises are –

1. Green Dustbins are used for collecting kitchen wastes and other biodegradable waste.
2. Blue Dustbins are non-biodegradable wastes like plastic, metals, glass pieces and laboratory glasswares.
3. Black Dustbins are used for collecting e-wastes like batteries, used phone etc.
4. Red Dustbins are used for sanitary napkins, needles, surgical knives etc.

. The compost or the manure is applied in the College Botanical garden. The non-biodegradable waste are collected weekly by the Municipal solid waste truck/ vehicle where it is taken for further treatment. Awareness programme are organised in Ideal Girls' College highlighting the different types of bins and their uses. The college authorities are taking the initiative to bring a healthy, Clean environment and also create a culture of waste educations.

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	D. Any 1 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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	E. None 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-	D. Any 1 of the above
--	------------------------------

reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies
of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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

E. None of the above

File Description	Documents
Code of ethics policy document	View File
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 Ideal Girls' College celebrates and organizes different national and international commemorative days, event and festivals, the list of the days are given below:

1. Constitution Day (26th November, 2022)
2. National Youth Day (12th January, 2022)

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
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 1)

1. Title: Cash Prize for Meritorious Students
2. Objective :
 1. Students to perform well in Academic Field.
 2. Students to perform well in extracurricular activities.
 3. Teachers to contribute in the welfare of the students.
3. Context: The Award is sponsored by the teachers of the college.
4. Practice: Ideal Girls' College is committed to providing Cash Awards to meritorious students.
5. P. Randhoni Devi Memorial Cash Award
6. R.K. Munindro Singh Memorial Award
7. Thoudam Ibohal Singh Cash Award
8. Evidence of Success: The Pass percentage of 6th Semester students in the examinations.
9. Problems Encountered and Resources Required: The main problem lies in the quantum of the cash awards given to the students.

(BEST PRACTICE 2)

1. Title : Fee Sponsorship
2. Objective : To support students from the lower income group, especially those belonging to Below Poverty Line.
3. Practice: The teachers of the college sponsor admission fees for students belonging to lower income group.
4. Evidence of Success: 5 students were admitted at free of cost for the academic session 2021-22

5. Problems Encountered and Resources Required: The main problem is related to the inability of the college to accommodate all the students who seek free admission due to lack of adequate fund.

File Description	Documents
Best practices in the Institutional web site	View File
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 Ideal Girls' College always strives to impart academic excellence to girl students. The main priority of the college is to made quality education accessible to students from all strata of the society. The performance of the students, despite multiple challenges faced by the institution, in the examinations conducted by the Manipur University, which is the affiliating university, has been heartwarming. The pass percentage of the students, years after years, has been exceedingly high in both Arts and Science. Attempts are continually made to improve the teaching-learning process. Both the teachers and the students are continually encouraged to make increasing use of ICTs. Orientation Programmes meant to familiarize the newly inducted students with the curriculum and various other programmes are held from time to time to broaden the knowledge of the students as well as the faculty members. Regular Internal Assessments tests, quizzes, group discussions, are held. Tutorial classes, especially for Arts, are held daily.

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.