

The Annual Quality Assurance Report (AQAR) of the IQAC, Imphal College

Part – A

AQAR for the year

July 2011- June 2012

I. Details of the Institution

1.1 Name of the Institution

Imphal College

1.2 Address Line 1

Kwakeithel Lamdong

Address Line 2

Airport Road

City/Town

Imphal West

State

Manipur

Pin Code

795001

Institution e-mail address

Imphalcollege16@gmail.com

Contact Nos.

09862027258

Name of the Head of the Institution:

Dr.Ng.Ibotombi Singh

Tel. No. with STD Code:

0385-2455167

Mobile:

09862027258

Name of the IQAC Co-ordinator:

Dr. P. Grihanjali Devi

Mobile:

09612900940

IQAC e-mail address:

grihanjali@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MNCOGN14162

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/53/A&A/79

1.5 Website address:

www.imphalcollege.nic.in

Web-link of the AQAR:

www.imphalcollege.nic.in/documents/aqar2011-12.docx

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.74	2010	2015
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

22/10/2010

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2010-11 submitted to NAAC on 20/04/2017 (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☐

Autonomous college of UGC Yes ☐ No ☐

Regulatory Agency approved Institution Yes ☐ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☐ Law ☐ PEI (Phys.Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Manipur University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="NO"/>		
University with Potential for Excellence	<input type="text" value="NO"/>	UGC-CPE	<input type="text" value="NO"/>
DST Star Scheme	<input type="text" value="NO"/>	UGC-CE	<input type="text" value="NO"/>
UGC-Special Assistance Programme	<input type="text" value="NO"/>	DST-FIST	<input type="text" value="NO"/>
UGC-Innovative PG programmes	<input type="text" value="NO"/>	Any other (<i>Specify</i>)	<input type="text" value="NO"/>
UGC-COP Programmes	<input type="text" value="NO"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="10"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>
2.3 No. of students	<input type="text" value="00"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="00"/>
2.9 Total No. of members	<input type="text" value="17"/>
2.10 No. of IQAC meetings held	4

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Alumni Students

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

NA

2.13 Seminars and Conferences (only quality related) **NIL**

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Preparation of the project proposal for CPE grant under UGC
- IQAC recommended the installation of at least a computer and a printer for each department and the same was supplied to each department

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. ICT facilities in each department	• A computer and a printer were installed in each department.
2. Increase in Research work	• One Major Research Project and three minor research projects sanctioned
3. Other schemes	• Institutional level Biotech Hub and DBT Star College Scheme sanctioned

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes ☐ No ☒

Management ☐ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	2	NIL	NIL	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate		NIL	NIL	01
Others				
Total	02	NIL	NIL	01
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	
Annual	02

1.3 Feedback from stakeholders* Alumni ☐ Parents ☐ Employers ☐ Students ☐
(On all aspects)

Mode of feedback : Online ☐ Manual ☐ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NO

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
103	27 (Lecturer)	42(SG) 08 (Reader)		25+1 (D)

2.2 No. of permanent faculty with Ph.D.

43

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0		0		0		0		0	

2.4 No. of Guest and Visiting faculty and Temporary faculty

02

00

00

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	48	58
Presented papers	02	15	02
Resource Persons	NIL	03	33

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Use of ICT, Seminars given by the students

2.7 Total No. of actual teaching days during this academic year

193 days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Unit Test

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

12

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	193		11.0	27.2	30.2	68.4
B.Sc.	181		17.7	28.0	19.5	65.2

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

1. By interaction with students
2. Analysis of the examination results of the students

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	06
UGC – Faculty Improvement Programme	08
HRD programmes	04
Orientation programmes	01
Faculty exchange programme	--
Staff training conducted by the university	08
Staff training conducted by other institutions	08
Summer / Winter schools, Workshops, etc.	21
Others	07

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	nil		03
Technical Staff	11	nil		

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Encourages the faculty members to apply and submit research proposals to funding agencies.
To apply for different schemes available at different funding agencies such as DBT, UGC etc.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	1	1	
Outlay in Rs. Lakhs	18.36	14.41	8.06	

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	2	3	
Outlay in Rs. Lakhs	2.45	1.40	4.50	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	7	5	-
Non-Peer Review Journals	-	1	-
e-Journals	5	4	-
Conference proceedings	2	4	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received (Rs. In Lakhs)
Major projects	3	UGC	8.06	6.00
Minor Projects	2	UGC	4.50	1.10
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			12.56	7.10

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme ☒
INSPIRE CE
Any Other (specify) ☒ Institutional Level Biotech Hub under DBT

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number			4		1
Sponsoring agencies			UGC NERO , MASTE C,EdnU		NDMI

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

NIL

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
 Of the institute in the year: NIL

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution
 who are Ph. D. Guides
 and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

State level

National level

International level

3.22 No. of students participated in NCC events:

University level

State level

National level

International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="nil"/>	State level	<input type="text" value="nil"/>
National level	<input type="text" value="nil"/>	International level	<input type="text" value="nil"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="nil"/>	State level	<input type="text" value="nil"/>
National level	<input type="text" value="01"/>	International level	<input type="text" value="nil"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="---"/>	College forum	<input type="text"/>
NCC	<input type="text" value="01"/>	NSS	<input type="text" value="01"/>
		Any other	<input type="text"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- The cadets of NCC, Imphal College unit assisted in controlling traffic in Imphal city during festivals like Diwali and Ningol Chakaba
- Social service was organised by the NSS volunteers of the college in collaboration with local clubs to clean the areas around the campus.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5.723 acres		-	5.723 acres
Class rooms	23			
Laboratories	21			
Seminar Halls	1			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others, Equipment& teaching aids (Rs. In Lakhs)			UGC	12.74

4.2 Computerization of administration and library

Computerization of Central Library.

Computerization of Admission, Enrolment and Examination

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	34672		682		35354	
Reference Books	1125		25		1150	
e-Books	Inflibnet N-List					
Journals	7				7	
e-Journals	Inflibnet N-List					
Digital Database	Soul 2					
CD & Video	10				10	
Others (specify)Newspaper, Employment news, magazines	10		01		11	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	30	14		1	5	2	8	
Added	9	0		0	0	2	7	
Total	39	14		1	5	4	15	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

4-faculties attended training at DOEACC workshop (3 Months course)
3 weeks Basic Computer Course for students at Computer Center of the College

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.5
ii) Campus Infrastructure and facilities	2.0
iii) Equipments	-
iv) Others	1.0
Total :	3.5

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Advises the students to keep in touch with Students' Support Centre, Career Counselling cell etc for their future career
2. Encourages the students to participate in the seminars/conferences organised by the college

5.2 Efforts made by the institution for tracking the progression

Final year students are encouraged to enrol in the Imphal College Alumni Association.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1683			

(b) No. of students outside the state

nil

(c) No. of international students

nil

No	%
1132	67.2

Women

No	%
462	32.8

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
516	90	103	768	nil	1477	652	115	121	794	1	1683

Demand ratio 2:1

Dropout % 16.5 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

No student support mechanism for coaching for competitive examinations

No. of students beneficiaries

NIL

5.5 No. of students qualified in these examinations

NET		SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

- The seminars/ workshop/symposium organised by the college which have helped the students:
1. 2 Days Symposium on "Chemistry our life-our future" on 7th & 8th April 2012
 2. State Level Workshop on 'The importance of Intellectual Property rights in scientific research & development.
 3. Two day State level Seminar on Remote sensing and its application in studies of wetland ecosystem on 12-13 May, 2012.
 4. One day State level Seminar on Forest for Sustainable Livelihood on 20/06/2012

No. of students benefitted

200

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			Data not available

5.8 Details of gender sensitization programmes

Observance of International Women's Day on 8th March, 2012

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level

10

National level

International level

No. of students participated in cultural events

State/ University level

15

National level

International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level

00

National level

International level

Cultural: State/ University level

03

National level

International level

5.10 Scholarships and Financial Support

	Number of students	Amount in lakhs
Financial support from institution		
Financial support from government	639	16.15
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

The Imphal College Students' Union under the supervision of faculty-in-charge publishes the Annual College Magazine. A unit of The Youth Red Cross (YRC) is opened in the college on 09/09/2011 for active participation of the college students.

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Existing Toilet facilities improved after repair and renovation.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

The vision of the college is to build a college of academic excellence and prepare a diverse body of students to be lifelong learners who are proficient in their fields of study to be able to adapt to a changing world and global competency.

MISSION:

- To make institutional contribution towards national development.
- To facilitate the students for global competency.
- To enrich human values, personal integrity and safeguard of civic responsibilities.
- To provide active and efficient student support system.
- To encourage research to the faculty members in their respective areas of concern.
- To instil unity and discipline among the students.

6.2 Does the Institution has a management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

There is no scope for the College to add or change the syllabus prepared by Manipur University. But teachers are encouraged to add new practicals as and when required.

6.3.2 Teaching and Learning

Use of ICT by some teaching faculties.
Remedial classes and extra classes conducted when required.
Subject experts are invited to speak on selected topics.
Students are taken out on study tours, field trips, site visits etc.
Texts and reference books are available in the Central and departmental libraries.

6.3.3 Examination and Evaluation

- Unit Test system continued.
- Examination Committee to ensure smooth conduct of examinations
- Practical examinations are conducted with Internal and External examiners appointed by Controller of Examination, Manipur University
- Some faculty members are appointed as examiners for evaluation of University examinations; and frame question papers

6.3.4 Research and Development

Access to Research Journals, periodicals and e-books were provided to teachers through INFLIBNET-NLIST Project

Financial assistance is given to faculty members to participate in National and International seminars/Conferences outside the state.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Automation of central library is continuing
Installation of computers in different departments to improve ICT facilities
Improvement of existing toilet facilities

6.3.6 Human Resource Management

The college provides facilities to faculties to pursue higher educational qualifications and attend Refresher/Orientation Courses and various Training programmes

6.3.7 Faculty and Staff recruitment

College has no role in the recruitment.

6.3.8 Industry Interaction / Collaboration

The College has no formal collaboration with any Industrial establishment; however the college encourages the departments to take industrial trips.

6.3.9 Admission of Students

Entrance Test is conducted for admission to BA/BSc UG Course and selected candidates are admitted

6.4 Welfare schemes for

Teaching	Financial Assistance to bereaved faculty member by Imphal College Teachers' Association (ICTA)
Non teaching	Financial Assistance to bereaved staff member by Non-teaching Staffs
Students	Meritorious Awards Earn While you Learn Scheme

6.5 Total corpus fund generated

Not Generated, existing-32,800/-

6.6 Whether annual financial audit has been done Yes

☐

No

☒

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO		YES	IQAC
Administrative	NO		NO	

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

N/A

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N/A

6.11 Activities and support from the Alumni Association

Website of Imphal College maintained by Kh. Rajen Singh, SIO Manipur, NIC, who is also an alumnus of the college.

6.12 Activities and support from the Parent – Teacher Association

Yes

6.13 Development programmes for support staff

1. Account Training
2. Secretarial Practice training conducted by the state academy of training

6.14 Initiatives taken by the institution to make the campus eco-friendly

- 2 nos. of Social Service camps by the units of NCC & NSS along with the faculty and students of the college.
- The College has started an initiative 'Plastic free Zone' to make the campus eco-friendly.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Plastic Free Zone: The Institution has initiated to make the campus a plastic free zone. Awareness has been given to the students to use bio-degradable and paper materials instead of plastic. Two types of waste bin-one for bio-degradable and other for plastic waste are placed at various parts of the campus.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

ICT facilities extended to all the departments by the end of this academic session.

Existing toilet facilities (boys and girls) improved after repair and renovation.

Institutional Level Biotech Hub and DBT Star College Scheme sanctioned to the college by DBT, Govt. of India.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Open library and College Week still continued.

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

1. Two day State level Seminar on Remote sensing and its application in studies of wetland ecosystem on 12-13 May, 2012.
2. One day State level Seminar on Forest for Sustainable Livelihood on 20/06/2012

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- Strengths: Sincere, dedicated and well qualified teachers, motivated students, Access to ejournals and ebooks provided by INFLIBNET N-LIST program.
- Weaknesses: Limited academic flexibility, shortage of non teaching staff, insufficient infrastructure.
- Opportunities: As the college has a number of well qualified teachers there are opportunities for opening PG courses and other skill based courses. With proper infrastructural support, there exist opportunities to tap the potential of the students in games and sports. As Manipur is located in a biodiversity hotspot region immense opportunities exist for research leading to conservation strategies of our rich biodiversity.
- Threats: Social unrest, frequent bandhs and other law and order problems often disrupt our academic environment. Many of our students are from economically weaker families and the possibility of dropouts looms large as they sometimes quit studies to take up jobs to help their families.

8. Plans of institution for next year

1. Introduction of Language Lab in English Department
2. Improvement of the drinking water facility.
3. Increase in number of Research work undertaken.

Name Dr. P. GRIHANJALI DEVI

Name Dr. Ng. Ibombi Singh



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
