

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2012-13)

July 2012- June 2013

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:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 **NAAC Track ID**(For ex. *MHCOGN 18879*)

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)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

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

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 2011-12 submitted to NAAC on 20/04/2017 (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State ☐ Central ☐ ☐ 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 (PhysEdu) ☐

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

NO

University with Potential for Excellence

NO

UGC-CPE

NO

DST Star Scheme

NO

UGC-CE

NO

UGC-Special Assistance Programme

NO

DST-FIST

NO

UGC-Innovative PG programmes

NO

Any other (*Specify*)

NO

UGC-COP Programmes

NO

2. IQAC Composition and Activities

2.1 No. of Teachers

10

2.2 No. of Administrative/Technical staff

03

2.3 No. of students

00

2.4 No. of Management representatives

01

2.5 No. of Alumni

01

2. 6 No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

00

2.8 No. of other External Experts

00

2.9 Total No. of members

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

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

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. Introduction of Language Lab in English Department	Construction of Language Lab started
2. Improvement in drinking water facilities	Water filters supplied to each department
3. Increase in number of research projects	Two major research project and two minor research project sanctioned. Biotech Hub has become fully functional.

* Attach the Academic Calendar of the year as Annexure.

2.15 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	1	NIL	NIL	
Others				
Total	03	NIL	NIL	
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	50		25+1(D)

2.2 No. of permanent faculty with Ph.D.

44

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

02

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	57	08
Presented papers	03	14	05
Resource Persons	NIL	04	25

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

Use of ICT, Seminars given by the students, mock parliament

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

192

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

Unit Tests, Open Book Examinations

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

76%

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	99		10.1	23.2	46.5	79.8
B.Sc	169		18.3	27.2	17.8	63.3

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

1. By means of interaction with the students.
2. Analysis of the examination results of the students.
3. By introduction of seminar presentation by the students.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	05
UGC – Faculty Improvement Programme	02
HRD programmes	07
Orientation programmes	08
Faculty exchange programme	--
Staff training conducted by the university	01
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	14
Others	05

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	08	nil		02
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

Faculty members are encouraged to pursue research work and apply for funding from various agencies.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	1	2	
Outlay in Rs. Lakhs	14.41	8.06	21.29	

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number			2	
Outlay in Rs. Lakhs			2.80	

3.4 Details on research publications

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

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
Major projects	2	UGC,DST	21.29	13.72
Minor Projects	2	UGC	2.80	3.33
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			24.09	17.05

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)

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 , Edn U		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

10

08

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

01

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

JRF 1 SRF - Project Fellows 4 Any other

3.21 No. of students Participated in NSS events:

University level 47 State level
National level 02 International level

3.22 No. of students participated in NCC events:

University level State level
National level 18 International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>	
NCC	<input type="text"/>	NSS	<input type="text" value="3"/>	Any other <input type="text"/>

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

- Blood donation camp organized by Dean of Students' Welfare in collaboration with Roatry Club, JNIMS and NSS Unit of the college.
- 20 students donated blood at Manipur University Blood Donation Camp on 15th March, 2013.
- 2 students joined NSS Mega Camp at Bangalore from 29th June to 10th July, 2013.
- Two Days' Campaign against drug abuse and illicit trafficking on 24th – 25th June, 2013.
- Tree plantation in the college campus on 26th June, 2013.

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	-0.24 (due to road expansion)	-	5.483 acres
Class rooms	23			
Laboratories	21	1. Language Lab. 2. Biotech Hub	UGC DBT	23
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)			DBT	15.0
Others, Equipment& teaching aids			UGC	8.8

4.2 Computerization of administration and library

Computerization of the central library is continued this year.
Computerization of Admission, enrolment and examination processes.
Salary component of all the employees fully computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	35354		663		36017	
Reference Books	1147		28		1175	
e-Books	Inflibnet N-list					
Journals	10		1		11	
e-Journals	Inflibnet N-list					
Digital Database	Soul 2					
CD & Video	10				10	
Others (specify) Newspapers, Employment News and Magazines	11		0		11	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	39	14		1	5	4	15	
Added	4	0		2	1	1	0	
Total	43	14		3	6	5	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)
- Internet facility to some departments under NME-ICT project of Central Govt.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.25
ii) Campus Infrastructure and facilities	4.00
iii) Equipments	0.20
iv) Others	0.20
Total :	4.65

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC recommends the inclusion of Student Support Services available in the college under the Dean of Students' Welfare of the College in admission prospectus of the college so that the hopeful candidates know about the facilities and services available in the college.

From time to time, the IQAC advises the students to keep in touch with the Students Support Services and avail their facilities.

5.2 Efforts made by the institution for tracking the progression

IQAC advises the HoDs of all the departments to keep record of the mobile numbers and e-mail addresses of 6th semester students as part of tracking their progression.

IQAC advises the students to enrol themselves at the College Alumni association.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1776			

(b) No. of students outside the state

nil

(c) No. of international students

nil

Men	No	%	Women	No	%
	1133	63.8		643	36.2

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
652	115	121	794	1	1683	808	131	121	716	-	1776

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

Counselling and guiding of the 6th Semester students for their admission to different PG courses by informing them of admission processes in various universities.
 Invited lecture on 'Orchids of Manipur' by RK Kishore Singh, Scientist D, Center for Orchid Gene conservation of Eastern Himalayan region. He discussed the economic importance of orchids to the students.

CIPET, Manipur advertises their different courses available by distributing pamphlets and flyers to the students.

No. of students benefitted

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 Gender Sensitization Day

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount in lakhs
Financial support from institution		
Financial support from government	313	17.03
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives **Nil**

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

1. Drinking water facilities extended by supplying water filters to each department.
2. Gymnasium facilities extended.

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

Syllabus remains the same as framed by Manipur University.

6.3.2 Teaching and Learning

Introduction of Invited Lecture Series by different departments, Hands-on Training Programmes for students, visits to other labs.

6.3.3 Examination and Evaluation

- Unit Test system continued.
- Examination Committee to ensure smooth conduct of examinations

6.3.4 Research and Development

1. Facilities of Institutional Level Biotech Hub, Imphal College are open to the students and faculty members of the home institution as well as of nearby institutions for research work. Research work has increased with two major research projects and two minor research projects sanctioned to different faculties.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Instruments and equipments of Institutional Level Biotech Hub, Imphal College are open to the students and faculty members

6.3.6 Human Resource Management

Faculties are appointed as members in different committees for the smooth functioning of the college.

6.3.7 Faculty and Staff recruitment

College has no role in the recruitment.

6.3.8 Industry Interaction / Collaboration

Chemistry Lab-visit to Manipur University

6.3.9 Admission of Students

Admission Test at the entrance level to BA/BSc course

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

Maintenance of college website

6.12 Activities and support from the Parent – Teacher Association

Yes. There is active support from the parents of the students.

6.13 Development programmes for support staff

From time to time, the non-teaching faculties are encouraged to participate in training programmes and courses offered by the State Academy of Training, Manipur.

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

- Tree plantation in the college campus on 26th June, 2013.
- Renewable energy by installing solar panels with associated equipments.
- Rain water harvesting in different departments.

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.

Wall Magazine: Wall magazines have been put up in some departments where the students and faculties can share their artistic and academic contributions. These are maintained by the students under a faculty-in-charge.

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

Plan of Action and Achievements

1. Introduction of Language Lab in English Department has been achieved with the start of construction of the lab.
2. Improvement in drinking water facilities has been achieved to some extent by supplying water filters to each department to address the problem of drinking water.
3. Increase in number of research projects has been observed with two major research project and two minor research project being sanctioned. Biotech Hub has become fully functional.

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

1. **Departmental Invited Lecture Series:** Different departments and the Biotech Hub of the College invite academicians, eminent scientists of concern subject and others to deliver talks, lectures or conduct training programmes for the students. These lectures are organized by the departments throughout the year.
2. **Open Library** still continues to be one of the Best Practices of the institution.

7.4 Contribution to environmental awareness / protection

1. Observance of World Environment day and Tree plantation in the college campus on 26th June, 2013.
2. Renewable energy by installing solar panels with associated equipments.
3. Rain water harvesting in different departments.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

The First batch under the Semester system of examination conducted by Manipur University passed out in July, 2013. Many of our students performed excellently securing high ranks in the University examination.			
Sl. No.	Name of the student	Subject (Hons.)	Position
1.	Naorem Premananda Singh	Chemistry	1 st
2.	Sinam Satrajini Devi	Zoology	1 st
3.	Ranjoy wangkhem	Physics	2 nd
4.	Naorem Rosan	Geography	3 rd
5.	Mayanglambam Samananda Meetei	Economics	6 th
6.	Sapam Rosy devi	Botany	10 th

8. Plans of institution for next year

1. Extend internet connectivity and Wi-Fi facility to more departments.
2. Infrastructure Development.
3. Development in Research.

Name Dr. P. GRIHANJALI DEVI



Signature of the Coordinator, IQAC

Name Dr. Ng. Ibotambi Singh



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
