



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		THE MAHARAJA BODHCHANDRA COLLEGE
• Name of the Head of the institution	Dr. M. Chandra Singh	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	03853571901	
• Mobile No:	9774082899	
• Registered e-mail	mbcollege.imphal@gmail.com	
• Alternate e-mail	iqac.mbcollege1@gmail.com	
• Address	Palace Compound, Imphal East District	
• City/Town	Imphal	
• State/UT	Manipur	
• Pin Code	795001	
2.Institutional status		
• Affiliated / Constitution Colleges	Affiliated	
• Type of Institution	Co-education	
• Location	Urban	

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Manipur University, Canchipur, Imphal, Manipur				
• Name of the IQAC Coordinator	L. Dwijendra Singh				
• Phone No.	03853571901				
• Alternate phone No.	9089119379				
• Mobile	8837260866				
• IQAC e-mail address	iqac.mbcollege1@gmail.com				
• Alternate e-mail address	ldwijendra@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://mbcollege.edu.in/documents/AQAR2019-20MBC.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://mbcollege.edu.in/documents/AdobeScan26-Apr-2024.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.07	2012	05/07/2012	04/07/2019
Cycle 2	C	1.91	2019	28/03/2019	27/03/2024
6.Date of Establishment of IQAC			21/08/2012		
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	
Nil	Nil	Nil	Nil	Nil	
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	2	
<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 	No File Uploaded	
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)		
<p>* The College successfully organized national programme of Ek Bharat Srestha Bharat Online Interaction Programme on 30-08-2020. * On the theme of "Revised Accreditation Framework -NAAC Quality Enhancement Techniques" the College organized National Webinar on 11- 12-2020. * Induction Programme of BA First Semester was successfully conducted by the College on 02-02-2021. * One Day Sensitization Programme on "National Education Policy(NEP)- 2020" was organized by the College on 08-04-2021. * One Day Seminar Programme on "Awareness of NAAC, NIRF, AISHE" was organized by the College on 09-04-2021.</p>		
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	
To organize interaction programme of Ek Bharat Serstha Bharat	The College organized successfully Ek Bharat Serstha Bharat Online Interaction Programme on 30-08-2020. It was organized in collaboration with Institute for Excellence of Higher Education, Bhopal. 39 including 30 students participated in the programme.	
To organize National Webinar on Revised NAAC Accreditation	IQAC of the College organized one day National Webinar on	

Framework	"Revised Accreditation Framework -NAAC Quality Enhancement Techniques" on 11-12-2020. The number of participants was 53. It gave more knowledge about the new NAAC framework.
To conduct social service inside and around the College campus	Under the initiative of IQAC of the College, NCC of the College organized Social Service around the Statue of Freedom Fighter Thangal General, Konung Mamang Angom Colony, Imphal East on 12-12-2020. The students and teachers of the College participated.
To conduct sensitization programme on National Education Policy 2020	Under the initiative of IQAC of the College, One Day Sensitization Programme on "National Education Policy(NEP)-2020" was organised by the College on 08-04-2021. The programme was successful and the participants understood the main features of National Education Policy 2020.
To create more awareness about NAAC, NIRF and AISHE	With the initiative of IQAC of the College, One Day Seminar Programme on "Awareness of NAAC, NIRF, AISHE" was organized by the College on 09-04-2021. The programme brought more awareness and necessity for NAAC, NIRF and AISHE.
13. Whether the AQAR was placed before statutory body?	No
<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
2020-21	27/02/2022
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	
17. Skill development:	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
20. Distance education/online education:	

Extended Profile

1. Programme

1.1 9

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

File Description	Documents
Data Template	View File

2. Student

2.1 1783

Number of students during the year

File Description	Documents
Data Template	View File

2.2 375

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

File Description	Documents
Data Template	View File

2.3 346

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1 39

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 45

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	9
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1783
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	375
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	346
File Description	Documents
Data Template	No File Uploaded
3.Academic	
3.1 Number of full time teachers during the year	39
File Description	Documents
Data Template	View File

3.2	45
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution	
4.1	13
Total number of Classrooms and Seminar halls	
4.2	127.74275
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	16
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 curriculum adopted by Manipur University is implemented by the College. Induction Programme for the first Semester Students included information about curriculum. Academic Calendar contained the schedule of academic session, internal assessment by the College and final Semester Examination conducted by Manipur University. The concerned teacher of each Department distributed the syllabus to the students. The College conducted the internal assessment and the questions were set by the concerned teacher. The weak students were motivated by the teachers for improvement. Both the teachers and students followed the time table. The College has ICT facilities. The students were encouraged to use library facilities in the college. Due to Covid 19 pandemic and lockdown online classes were conducted and study materials were given through Whatsapp groups to the students.

The students of BA Geography (3rd Semester to 6th Semester) and BA Education from 6th Semester has Practical. BA Geography 6th

Semester conducted Field Work. The teachers encouraged the students to have discussion inside and outside class rooms better understanding. The teachers of the College participated in Orientation Course/Refreshers Course/Short-Term Courses and Faculty Development Programmes besides Seminars/Conferences for updating knowledge and skills.

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

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

The College adopted Academic Calendar in advance. The Academic Calendar was available to the teachers and students and to other stakeholders through Notice Board, College Website and Whatsapp groups. It has the following activities: beginning of the admission, academic session, schedule of the Internal Assessment and Semester Examination of Manipur University. It helped the teachers, students, administration, various Committees/Cells, Departments and students related groups to prepare action plan. The Academic Calendar has the schedule of the activities to be performed by the College including meeting of IQAC and Committees/Cell of the College, sports and cultural meets of the College, Manipur University inter-college cultural meet, the College Students' Union election, activities of NCC, NSS, Career Counselling, observation of the various International, national and state days etc. It helps to develop the quality culture initiated by IQAC and also to achieve the Vision and Mission of the College and objectives of national higher education of the nation. The College conducted internal assessment for every course/paper as per the Academic Calendar. The internal assessment is important as it gives the opportunity to the teachers to set the questions and evaluate the students. The teachers helped the students for better performance in future.

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

<p>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</p>	<p>B. Any 3 of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="86 658 529 712">File Description</th> <th data-bbox="529 658 1436 712">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 712 529 898">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="529 712 1436 898" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 898 529 956">Any additional information</td> <td data-bbox="529 898 1436 956" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded	Any additional information	No File Uploaded			
File Description	Documents								
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded								
Any additional information	No File Uploaded								
<p>1.2 - Academic Flexibility</p>									
<p>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p>									
<p>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</p>									
<p>9</p>									
<table border="1"> <thead> <tr> <th data-bbox="86 1303 529 1357">File Description</th> <th data-bbox="529 1303 1436 1357">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1357 529 1435">Any additional information</td> <td data-bbox="529 1357 1436 1435" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1435 529 1536">Minutes of relevant Academic Council/ BOS meetings</td> <td data-bbox="529 1435 1436 1536" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1536 529 1637">Institutional data in prescribed format (Data Template)</td> <td data-bbox="529 1536 1436 1637" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Minutes of relevant Academic Council/ BOS meetings	No File Uploaded	Institutional data in prescribed format (Data Template)	No File Uploaded	
File Description	Documents								
Any additional information	No File Uploaded								
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded								
Institutional data in prescribed format (Data Template)	No File Uploaded								
<p>1.2.2 - Number of Add on /Certificate programs offered during the year</p>									
<p>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</p>									
<p>Nil</p>									

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

Being affiliating College under Manipur University, the College implements curriculum and syllabus for undergraduate programmes adopted by Manipur University on Gender, Human Values, Environment and Sustainability. The Government of Manipur has implemented Code of Professional Ethics for the government college teachers as per UGC Regulations, 2018 vide Orders No. dated 3rd July, 2021. B.A. programmes have courses like MIL (Major Indian Language), General English, Regional Development (RD) and Environment Studies from First Semester to Fourth Semesters. There is a chapter titled "Manipuri Women in Changing World" on gender issues and role of women in Regional Development (RD) paper in BA 3rd Semester. There is a theme titled "Women's Empowerment" in the paper "Indian Government and Politics" in 3rd Semester BA Political Science. The gender issues are sensitised and awareness is brought through various activities including observation of Women's Day in the college.

There is a programme titled "Environmental Studies" in 4th Semester in B.A. programme. The College has an Eco Club. Thus the College tries to ensure learning and experiencing crosscutting issues related to Professional Ethics, Gender, Human Values, Environment and Sustainability through those prescribed by Manipur University as well as the activities performed in the College.

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	No File Uploaded

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

Nil, due to Covid.

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

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

Nil due to Covid-19

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://mbcollege.edu.in/documents/Feedbackkalumni-studentsteachers2020-21.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

750

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

555

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

The College makes efforts to understand the learning levels of the students in various ways for effective teaching-learning. The teachers encouraged the students to ask questions on the topics discussed in the classes. Those who are not able to answer, the teachers explain them again. Those students who still lack clarity are asked to meet the teacher in the Department. Those students who are advanced learners are encouraged to read more. Every teacher encouraged the students to read and use the College Library for further reading and knowledge in the areas already discussed in the class. Internal Assessment is a programme to assess the advanced learners and slow learners. In the internal assessment the teachers and Departments have some freedom by setting the questions, fixing dates and evaluate the students by the concerned teachers. The Examination Cell of the College extends full support to the internal assessment. Based on the performance in the internal assessment, the concerned teacher takes up remedial measures both for those who performed well and those who did not do well. There were separate discussions with the students specially the weak students on how to improve in the future examinations.

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
1783	39

File Description	Documents
Any additional information	View File

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

The student centric methods for enhancing learning experience are adopted by the College. However this effort by the College was limited during the academic session 2020-2021 due to Covid-19 pandemic and lockdowns. Experiential learning for BA 3rdSemester to BA 6thSemester for Geography was done through the practical. 6thSemester BA (Hons) Education had practical. In all BA programs the students are encouraged to participative learning through discussion and presentation on the topics in the syllabus. Problem solving methodologies include face to face interactive learning and learning through presentation on a given topic/problem. The College will take up field works and study tours in the coming years for experiential learning and problem solving for enhancing learning experiences by the students.

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

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

The College has one designated Room with ICT facilities which is

used for effective teaching-learning process. There are 7 tools including one Projector and few computers which are placed in ICT Room of the College located on the first floor of the Administrative Building of the College. 15 teachers used ICT enabled tools during the academic session 2020-2021. The teachers used ICT Room on rotation basis for effective teaching learning in the College. The teachers prepared slides and used other effective methods while taking classes with ICT facilities. The students had enthusiastic response with the new methods of teaching. The College needs more ICT enabled tools and Rooms with ICT facilities for effective teaching-learning process. With the likely adoption of National Education Policy 2020 which emphasizes uses of ICT facilities there is hope that more ICT enabled tools will be provided in the College in coming years.

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

39

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

39

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

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

13

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

39

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.

The College is affiliated College to Manipur University (a Central University at Imphal) and a Government College. However the College develops its own methods and practices for effective teaching-learning and evaluation process in the College. The College adopted Academic Calendar which mentioned academic activities including the schedule of internal assessment and final semester examinations of Manipur University. The notice for internal assessment is issued in advance and informed to the students including in the classrooms and in the College Whatsapp groups of every semester. The College conducts internal assessment on which Departments and the concerned teachers have freedom on question setting and evaluation. The teachers discussed the previous questions papers of Semesters Examinations of Manipur University which conduct the Semester examinations at the end of each semester. The internal assessment was an opportunity to test the effectiveness of the teaching and also to improve the slow learners and encouragement to the fast learners. There were separate discussions with the students specially the weak students on how to improve in the future examinations. It was encouraging to see the responses of the students in such activities by the teachers of 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

The internal examination in the form of internal assessment is an important academic activity of the College announced in advance. There are two types of examinations -one internal assessment conducted by the College and another is the Final Semester examination conducted by Manipur University at the College. The students are informed about the internal assessment in advance in the Induction Programme, Academic Calendar, Notice Board, College Whatsapp groups and in addition to the classrooms. The question setting and evaluation of the internal assessment is done by the Department and concerned teacher. Therefore the Heads of Departments and concerned teacher took special care so that there is no room for manipulation, bias or unfairness to the students in the internal assessment. Every Department and teacher tried to conduct internal assessment in transparent and time bound manner. The Examination Cell of the College supports the conduct of

internal assessment. The channel of information between the teacher and students is dynamic. In addition to the Classrooms, there is constant touch between the teachers and students through College Whatsapp groups which are made for every semester. As there is advance information and transparent system for internal assessment there was no complaints from the students.

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.

Being an affiliated College under Manipur University, the College implements the curriculum and syllabus of Manipur University. The Course Outcomes are not mentioned by Manipur University. However the College adopted the Course Outcomes (Cos) which is uploaded in the College website. The College offered the students B.A. programme in nine subjects of Economics, Education, English, Geography, History, Manipuri, Mathematics, Philosophy and Political Science. After the successful completion of the Programme at the end of 3 years as per the guidelines and norms of Manipur University including the End Semesters Examinations, a Degree is issued by Manipur University to the successful students. Each Department adopted Course Outcomes (Cos) along with POs and PSOs as per UGC and NAAC guidelines. The concerned teachers the informed and discussed the Course Outcomes (Cos) to the students in the beginning of each Semester. In the internal assessments the concerned teachers set the questions, evaluate and give the marks of the internal assessments. IQAC conducted and analyzed the feedback through Students' Satisfaction Survey and the feedback from the students, alumni and teachers. Based on the suggestions from the feedbacks the Departments and teachers are requested to take up necessary measures by IQAC.

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 methods of the measuring the attainment of POs, PSOs and Cos are done through the examinations. The College being an affiliating college under Manipur University implements the examination system adopted by Manipur University. The final semester examinations of all the Semesters are conducted by Manipur University which included the question setting, evaluation and declaration of final results. The College conducted the internal examination in the form of internal assessment which is also an effective method of measuring the attainment of POs, PSOs and COs. This is because the Departments and concerned teachers set the questions, evaluate and give the marks of the internal assessments. There are other methods of measuring the attainment of POs, PSOs and COs. IQAC conducted and analyzed the feedback from the students in the form of Students' Satisfaction Survey. The College also collected and analyzed the feedback from the students, alumni and teachers. These feedbacks are studied and necessary steps were taken up by the College based on the feedbacks and suggestions. There are various students' activities in the College in which the students show their talents, communication skills, social interaction and learned values and skills required for lifelong learning.

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

2.6.3 - Pass percentage of Students during the year

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

346

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://mbcollege.edu.in/documents/student-satisfaction-survey2020-21.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)

Nil

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

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

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

0

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

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

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

3

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

0

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

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	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The students participated in the extension activities of the College under the guidance of the teacher-in-charge and teachers. The number of extension activities during 2020-2021 were restricted due to Covid-19 pandemic and lockdowns. During the academic year three extension activities were performed by the College in which 159 students participated along with the teachers. The students got the experiences, knowledge and skills in social interaction and services. The students were sensitized on historical values and culture. The College performed the extension activities in the form of SocialService around the Statue of Freedom Fighter Thangal General, Konung Mamang Angom Colony, Imphal East. Thangal General was a great freedom fighter who sacrificed his life for defending the independence of Manipur in 1891. Through Ek Bharat Serstha Bharat Online Interaction Programmethe students got exposure and got the knowledge of the Hindi and Manipuri languages and songs. Such experiences will help the students to acquire the values and skills for holistic development and sensitize to the social issues.

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

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

0

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

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

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

4

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

159

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	
0	
File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded
3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year	
3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year	
0	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded
INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
<p>The various infrastructure and physical facilities have been constructed with financial support under UGC, RUSA and State Government. The classrooms, laboratories, ICT Rooms and Administrative Buildings almost encircled the College playground located at the centre. There are 12 Classrooms and one ICT Room. Few rooms of the College Girls' Hostel are used as classrooms due</p>	

to the shortage of classrooms. ICT Room located in the first floor of the Administrative Building is used by the teachers for taking classes on rotation basis. The Administrative Building has Office of the Principal, non-teaching rooms, IQAC, Examination Cell, NCC and few classrooms. The College has a Library Building next to the Administrative Building. The Ground Floor of the Library Building has Office of the Librarian, books and issuing Counter. The First Floor of the Library Building is used as Reading Room. The Geography Building of the College has classrooms and practical room for the Geography and Education Departments. Indoor Hall and Multipurpose Hall of the College are used during Examinations. The College has Chowkidar's Quarter. There are Department Rooms for the teachers. There are washrooms//toilets for both teachers and students which are again divided as for Gents and Women.

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 a playground which is located at the central part of the College campus and in front of the Indoor Hall. The Playground is used for sports activities and events. The College has Indoor Hall which was constructed for the indoor sports activities of the College. The Multipurpose Hall of the College conducts the Induction Programme, Cultural Programmes, indoor sports activities, Annual Fresher's Meet and other large gathering of both academic and non-academic activities. The Multipurpose Hall of the College is used for observing International Yoga and other cultural activities. During NAAC Peer Team visits in the past, the Multipurpose Hall of the College was used for various activities including the cultural activities. The College has facilities of weight training machines, physical exercise equipments like cross trainer, stationary cycle, dumbbell etc. in a separate room located in the Administrative Building of the College

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.

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

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)	No File Uploaded

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)

3.74

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

4.2 - Library as a Learning Resource

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

The College has a Library Building which is located on the Southern side of the campus. The books are kept on the ground floor in the shelves. Most of the activities of the Library are done at the ground floor where Office of the Librarian is located. The four teachers of the College supported in the activities of the Library for effective teaching-learning activities. The reading room is located on the first floor of the Library Building. Seating capacity of the reading room is 66. The total number of books recorded upto 30 June, 2021 is 14136. Size of the Library is 46 ft by 32 ft (1472 sq. ft.)

Library Automation: The Library is partially automated using Koha IILMS software. The version of the Koha software is 3.14.11.000. The automation started in 2018. Total number of books entered in Koha Software upto July 2021 is 12859. This software is used mainly for the purpose of cataloguing books and searching books by both the students and teachers.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

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

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

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

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)	No File Uploaded

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

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

20

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The College has one IT facilities for academic and administrative activities of the College. The College has 16 Computers with some printers which are used in various activities of the College. The Computers are used by the Administrative Staff, IQAC, Library and Departments. The College has Wi-Fi facilities. The bandwidth available of internet connection in the College is 30 MBPS. Wi-Fi facilities are available in the Administrative Building, IQAC and by the Teacher-in-charge of Scholarship Cell. However the Library does not have Wi-Fi facilities. Attempts will be made to expand use of IT facilities. The priority is to have Wi-Fi facility at Library. More use of computers and expansion of Wi-Fi facilities will contribute to better functioning of the academic, administrative and other activities of the College.

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

4.3.2 - Number of Computers	
16	
File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded
4.3.3 - Bandwidth of internet connection in the Institution	
C.10 - 30MBPS	
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
55.17	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
The College has one Laboratory each for Education and Geography. The items of the Laboratories are entered in the Departmental Stock Registers. The students conduct Practical in these Laboratories under the supervision of the teachers. The College	

Library has a procedure for effective functioning. The College issues Library Cards to students and will be used for borrowing of books from the Library. The First and Second Year students can borrow upto two books. The Third Year Students can borrow upto 3 books. The College has a playground in the middle of the Campus which is used for sports activities including football. The College has Indoor Stadium where indoor sports activities are conducted. The College Multipurpose Hall is also used for sports activities like Badminton, Carom, Chess etc. The College has facilities of weight training machines, physical exercise equipments like cross trainer, stationary cycle, dumbbell etc. in a room in the Administrative Building. The College has 16 computers which are used in the administration, Library, IQAC, Departments and in ICT activities. There are 13 classrooms with desks and benches. The classrooms have fans and lighting facilities. The College has two generators to back up in when light goes off.

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

470

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

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

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

0

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

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

E. none of the above

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

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

0

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

0

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

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

D. Any 1 of the above

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

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

7

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**

9

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

1

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.**

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)	No File Uploaded

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

The College has a Students' Union which is elected by the students. The eight members of the College Students' Union are : (1) General Secretary, (2) Finance Secretary, (3) Debate and Extension Secretary, (4) Social and Culture Secretary, (5) Magazine Secretary, (6) Games and Sports Secretary, (7) Boys Common Room Secretary and (8) Girls Common Room Secretary. The Students' Union performed various functions starting with the Annual Freshers' Meet, Sports Meet and Manipur University Inter College Cultural and Sports Meets. The Union performed various services, welfare activities and supports the students, administration, Principal and teachers of the College. The Union represented the students in the functioning of the College. The Union had meetings with the Principal and teachers-in-charge to discuss and decide the students' activities. In the publication of the College Magazine, the Magazine Secretary played important role. The Union tried to ensure the participation of the students in Career Guidance, Counselling, Students' Grievances and Redressal etc. The inputs and suggestions from the Students' Union were taken seriously by the College administration. The Union took active part in the campus cleaning and keeping the campus free from plastics to make an eco-friendly campus.

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**

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)	No File Uploaded

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

Alumni Association of Maharaja Bodhchandra College was established in 2010. Alumni Association is an important part of the larger College family. Eminent Alumni members were invited to the College functions. Feedbacks were collected from the Alumni members on the various matters including, teaching-learning, curriculum, and academic improvement of the College. The valuable feedbacks from the Alumni were taken into consideration by IQAC in the College developmental activities. The response and support from the Alumni were encouraging. Some Alumni members helped in keeping campus neat and clean through voluntary services. There is one member in IQAC of the College from the Alumni. Under the initiative of IQAC, the College plans to have more interaction and involvement of the Alumni members in the coming years as the Covid-19 pandemic has restricted the various activities of the College in 2020-2021.

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	
<p>The Vision of the College is "Transforming of knowledge into productive capacities to enable to meet global and local challenges guided by a strong sense of national character and sensitive to traditional mores and cultural values". The Mission of the College includes to make optimum utilization of available resources, to impart and spread knowledge through higher education to the learners coming mostly from economically backward families, hills, minorities and others; to disseminate knowledge by improving quality teaching-learning process and to instil and enrich sense of responsibility, accountability and ethical values among the students and faculty members towards achieving higher goals in life.</p> <p>The participation of the teachers is institutionalised with formal structures like IQAC, Heads of Departments, Committees/Cells, Teacher-in-Charge of NSS, NCC, Students' Union etc. Teachers irrespective of the age and gender participated in the governance, in making perspective plans and in the functioning of the College. Vision and Mission of the College are the guiding principles in addition to UGC, NAAC, Manipur University and Government of Manipur. The decisions of the Committees/Cells, IQAC etc. are taken into account and implemented in the College by the Principal and administration.</p>	
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.

A case study of decentralization and participative management in the College is the Committee system of the College. There are various committees which can be broadly classified into two types. One set of Committees is related to the students -admissions, examinations and other students' related activities in sports, cultural and counseling. There are Admission Committee, Examination Committee, teachers-in-charges for Counseling, Students Union, NCC, NSS, cultural and sports. These Committees/Teachers-in-charges work closely with the students, administration headed by the Principal and other stakeholders within the College and outside the College. The inputs and feedbacks from the students and other stakeholders are taken into account in the functioning of the College relating to the students. There is Editorial Board for the publication of College Magazine.

The other set of Committees are related to the academic, administrative and other activities of the College. There are Academic Council, Library Committee, Infrastructure Development Committee etc. These Committees performed the assigned functions and helped the Principal and in the functioning of the College. Thus there is practice of decentralization and participative management in the College in students, academic and administrative matters and in the functioning of the College.

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 strategic plan of the College is formulated keeping in mind the Vision and Mission of the College as well as the policies of the Government of Manipur and UGC, NAAC etc. The Mission of the College includes making optimum utilization of available resources, to impart and spread knowledge through higher education to the learners coming mostly from economically backward families, hills, minorities and others. One of the objectives of the strategic plan of the College is ensure inclusive higher education in the State of Manipur by providing opportunities to the students

specially from the rural and hill areas.

The College follows the reservation policy of the Government of Manipur in admissions. However following the Mission of the College and steps taken up by the College there are sizeable number of students from Scheduled Tribes, SCs and minorities in the College. The College has a large number of girl students as well. The students are provided scholarship to the students in addition to other facilities and opportunities in the College. The College ensures that there is no discrimination of the students due to their social categories. The College as Students' Union and a Students' Grievance Cell.

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

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

Maharaja Bodchandra College is a government College under Manipur Government and is affiliated to Manipur University, Imphal. The Principal is the overall head of the College. He is the main link with the Directorate of University and Higher Education, Government of Manipur on administrative and financial matters. The Principal is link with Manipur University on the academic matters. The Principal is also the head at the College and primary link between the teachers, students, administration and other stakeholders of the College including Alumni.

The College functions with various Committees/Cells, IQAC, Heads of Departments; students related Committees/Teacher-in-Charges and Administrative Staff. The autonomy is given to all the Committees and other bodies in the College. The Principal is informed about the decisions and activities of the Committees/Cells, IQAC etc. In the meetings and discussions of the Committee/Cells/IQAC etc. the Principal participates. In the functioning of the bodies they are bound by the relevant Guidelines and Rules. For instance IQAC functions as per NAAC Guidelines while Admission Committee and Examination Committee function as per guidelines and rules of Government of Manipur and Manipur University. The terms of the

Committee/Cells etc. are for two years or more and all teachers are given equal opportunity.

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)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

The College adopts various welfare measures for the teachers and non-teaching staff and they are implemented with fairness. The recruitment and posting of teaching and non-staff to the College are done by the Government of Manipur being a government College. Adequate infrastructure including rooms, chairs, tables, urinals/toilets with water facilities etc. are provided by the College. There are separate Departmental Rooms for the teachers. There are separate non-teaching staff rooms with the facilities of tables, chairs and computers. The Chowkidar of the College is provided with Quarter inside the College campus.

The teachers and non-teaching staff are provided opportunities to participate in the Orientation/Refresher/Faculty

Development/Seminar etc or training from time to time. The Principal ensures that the teachers are promoted on time by forwarding ACRs and Performance Appraisals Systems. The leaves are provided on requests and as per requirements of the teachers as per the rules. The College ensures that the teachers and non-teaching staff get their salaries and other financial benefits on time. The College has Library which is used by the teachers. Regular cleaning of the rooms and campus of the College take place for the good health of the teaching and non-teaching staff.

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

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

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

0

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

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

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

0

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

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

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

13

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

Under the welfare measures of the College for the teaching and non-teaching staff, the College ensures timely promotion of teachers and non-teaching staff. The College follows the promotion criteria and requirements of the teachers as per UGC Regulations as adopted

by the Government of Manipur. The teachers who are eligible for promotion submit the filled up ACRs and PBAS which are first examined by the respective Heads of the Departments. The filled up PBAS with supporting documents are further examined by IQAC as per UGC Regulations. At this stage the teachers are asked to provide the documents if not submitted earlier and changes or additions require as per UGC Regulations.

After the scrutiny and making ensure that PBAS are complete in all respects, IQAC Coordinator signs and forwards PBAS to the Principal. The Principal then do the needful to both filled up ACRs and PBAS of the teachers. After the necessary checks and completion of the requirements, the Principal forwards ACRs and PBAS of the teachers with recommendations to the Director, University and Higher Education, Government of Manipur for further necessary action. Similarly the Principal ensures the timely submission of ACRs of the non-teaching staff to the Director.

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

Being a government College, the Government authorities like AG Office conduct the external financial audit. The incomes of the College are primarily from the Government of Manipur for salaries of the teaching and non-teaching staff. Hence the major expenditure is for the payment of the salaries. The College has income from the students collected at the time of admissions and examinations. The incomes collected from the students are to be submitted to Manipur University and Government of Manipur. The College funds collected from the students are utilized economically and in consultation with Committees and Teacher -in-Charges. The funds relating to the Students' Union activities are spent in consultation with the concerned Secretary and Teacher-in-Charge. There was no audit objection from the External Audit Authority.

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

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

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

0

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

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

Being a Government College, the College does not have much power to mobilize the funds and resources for the various activities of the College. The financial resources of the College are primarily two. One is the grants received from the Government of Manipur through the Director of University and Higher Education. The grants received from the Government are in installments for the payment of the salaries of the teaching and non-teaching staff of the College. There are grants/funds from the Government for other purposes. The major expenditure of the College goes in the payment of the salaries of the teaching and non-teaching staff.

The other financial resources/funds of the College are income from the students collected as fees at the time of admissions and examinations. However the fees collected from the students are to be submitted to Manipur University and Government of Manipur. The College funds collected from the students for the College activities are limited. The College spent the income/fees collected from the students go to the examinations, students union activities, cultural, sports and other students related

activities. The funds of the College are utilized economically and productively in consultation with Committees and Teacher -in-Charges.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The two practices institutionalized as a result of IQAC initiatives for quality culture assurance strategies and processes are (i) feedback system and (ii) awareness and participation of the teachers and students in NAAC and related activities. In the (i) feedback system information and feedbacks are collected from the current students on Students Satisfaction Survey. The feedbacks are collected from the alumni, teachers and students of the College. The feedbacks collected are analyzed and necessary steps were taken up by IQAC and College for positive changes in the functioning of the College. For instance if the feedbacks related to the admission, then the Admission Committee is requested to make the necessary changes.

In (ii) awareness and participation of the teachers and students in NAAC and related activities, IQAC hold regular meetings and discussion on the changes and requirement as per NAAC guidelines. The teachers were informed about the activities to be performed by the College as per NAAC objectives and guidelines in the interests of the students and College. In this regard IQAC of the College organized a National Webinar on "Revised Accreditation Framework -NAAC Quality Enhancement Techniques" on 11 December, 2020.

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

IQAC initiated two major reforms. These initiatives by IQAC were constrained due to Covid-19 Pandemic. One initiative of IQAC is related to the (i) effective teaching learning through e-resources and learning and the other is (ii) Internal Assessment.

(i) Effective teaching learning through e-resources and learning during lockdown due to Covid-19 pandemic was a challenging task. It required some innovation due to inability to have physical classroom teaching in the College. Internet, mobile and Whatsapp groups were used as new tools for teaching learning. The teachers uploaded the learning materials through Whatsapp groups. The important links were provided to the students. Google meet/ Zoom etc were used for taking classes. However it created problems for the students who were from the hill areas and also those who had the problems of internet connectivity.

(ii) Internal Assessment is another area taken up by the College under the initiatives of IQAC. The College followed the instructions of Manipur University and Government of Manipur. The questions were uploaded in the Whatsapp groups of each Semester. The students were asked to submit the answers through Mobile/Whatsapp of the concerned teachers.

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

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

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College believes in the principle of gender equity. In Regional Development (RD), a common paper of all BA 3rd Semester students, there is a Chapter dealing with the gender issues and role of women in the context of Manipur. These issues are discussed in the Chapter titled "Manipuri Women in Changing World". There is a theme titled "Women's Empowerment" in the paper "Indian Government and Politics" in BA 3rd Semester Political Science. The gender issues are sensitised and awareness is brought through various activities including observation of International Women's Day in the College. The teachers talked about gender equity and how to end discrimination of women in the classrooms. The College provides facilities for health, hygiene and sanitation for women. Sanitary pads are made available for emergency purposes in the Girl's Common Room located in Girl's Hostel of the College. The College has separate urinals/toilets for the women. The women teachers take part in decision making bodies while women students are specially encouraged to participate co-curricular and other activities of the College. The objective is to have awareness on gender equality, role of women and needs for their participation in development for equality and humanity in the society.

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

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

Solid waste management

The College offers BA programmes and does not have Science programmes. Therefore College does not have biomedical waste, hazardous chemicals and radiation waste from the Laboratories. The College has a system and practice of collecting and disposing of solid waste inside the Campus. Dust bins are kept inside the College campus, Office rooms, IQAC room, Indoor Hall, Multipurpose Hall, Departmental Rooms and in front of classrooms. The College engages the solid waste collector, Social Upliftment and Welfare Organization(SUWO), Imphal East for collecting the solid waste of the College. SUWO collects regularly all kinds of waste from the College. The College observes World Environment Day and conducts regular social services. These are done for maintaining a clean and healthy environment in the College as well as to cultivate sense of awareness among the students for collecting and disposing off the waste. The College offers a compulsory course titled Environment Studies for all BA programmes of 4th Semester which

discusses various aspects of environment. Repairable computers, UPS and batteries are repaired and recharged, while those which cannot be used are disposed off.

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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										
<table border="1"> <thead> <tr> <th data-bbox="86 441 529 506">File Description</th> <th data-bbox="529 441 1436 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 529 645">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="529 506 1436 645" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 645 529 748">Certification by the auditing agency</td> <td data-bbox="529 645 1436 748" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 748 529 851">Certificates of the awards received</td> <td data-bbox="529 748 1436 851" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 851 529 916">Any other relevant information</td> <td data-bbox="529 851 1436 916" style="text-align: center;">View File</td> </tr> </tbody> </table>	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	View File	
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Certification by the auditing agency	No File Uploaded										
Certificates of the awards received	No File Uploaded										
Any other relevant information	View File										
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										
<table border="1"> <thead> <tr> <th data-bbox="86 1471 529 1536">File Description</th> <th data-bbox="529 1471 1436 1536">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1536 529 1639">Geo tagged photographs / videos of the facilities</td> <td data-bbox="529 1536 1436 1639" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1639 529 1778">Policy documents and information brochures on the support to be provided</td> <td data-bbox="529 1639 1436 1778" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1778 529 1881">Details of the Software procured for providing the assistance</td> <td data-bbox="529 1778 1436 1881" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1881 529 1946">Any other relevant information</td> <td data-bbox="529 1881 1436 1946" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photographs / videos of the facilities	No File Uploaded	Policy documents and information brochures on the support to be provided	No File Uploaded	Details of the Software procured for providing the assistance	No File Uploaded	Any other relevant information	View File	
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Any other relevant information	View File										
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).

The College takes up all possible efforts in providing an inclusive environment by recognizing cultural, regional, linguistic and socio-economic diversities. The College follows the curriculum and syllabus prescribed by Manipur University which recognizes the diversity. The students are given freedom to choose any programme by the students among those offered by the College. The College follows the admission policy and reservation policy of the Government of Manipur which recognizes the diversity of the society. The Mission of the College focuses on the inclusion of the students from hill areas, backward classes and minorities. The College does not discriminate the students on the cultural, regional, and linguistic and community backgrounds. As a result in the current academic session 2020-2021, 555 students are from ST, SC and OBC out of the total 771 students in BA first semester. The College provides support to the students in the form of scholarships, encouragement to participate in the cultural, sports and other activities of the College. Fresher's Meet, Teacher's Day and College Foundation Day are some of the events where the students show their talents in dance, drama and songs without any discrimination.

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 College implements the secular, scientific and composite curriculum and syllabus of Manipur University based on the Constitutional values and laws. Indian Government and Politics which also discusses the Constitution of India is offered in BA 3rd Semester Political Science. The College offers a compulsory course titled Environment Studies for all BA programmes of 4th Semester which also discusses environment as per the Constitutional objectives. The students participate in the observation of Republic Day, Independence Day, Patriots Day (13th August), Environment Day, International Women' Day etc. The students participate in the social service and cultural and sports activities. The College has NCC and NSS cells under the

supervision of the teachers which inculcate values, duties and responsibilities of the citizens. State events like Nupi Lan (Women's War) was observed on 12-12-2020 by NCC and NSS volunteers with teachers by cleaning the college campus and around the statue of Thangal General located in the traffic island located within zero Km. of the College. Thangal General was a great patriot who died for defending the independence of Manipur in 1891. The College organised Ek Bharat Serstha Bharat Online Interaction Programme on 30-08-2020 and Essay Competition on Indian Freedom Fighters on 12-03-2021.

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

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

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	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	View File
Any other relevant information	No File Uploaded

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

The College celebrates State, National and International commemoration days with great enthusiasm. Some of the events and commemorative days include: Nupi Lal (Women's War (12th December), Observation of International Day of Biological Diversity (22nd May), Republic Day (26th January) etc. State event Nupi Lan (Women's War) was observed on 12-12-2020 by NCC and NSS volunteers along with the teachers. On this day social service and cleaning of the college campus and around the statue of Thangal General located in the traffic island located within zero Km. of the College was conducted. Thangal General was a great patriot who died for defending the independence of Manipur in 1891. During these observation days Covid 19 protocols and safety measures as directed by the Government were strictly followed. Due to Covid 19 pandemic and lockdown the various activities of the College including the observation of the State, National and International commemoration days were reduced.

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

7.2 - Best Practices

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

Maintenance of Water Bodies and Distribution System in the Campus

Manipur is rich in water resources with different types of wetlands which are largely confined to the central districts including Imphal East in which the College is located. Manipur receives heavy rainfall from the South West and North East monsoons. However climate change and unpredicted weather has an impact on the water resources. The water bodies in the College campus are broadly of two types. One is water bodies around the college buildings specially around the Geography Department building whose water level varies according to rainfall. This type of water bodies have higher water level during the rainy season. The second type of water bodies is the two ponds- the larger one

is located on the east of College playground. The other pond is smaller located near the second Gate of the College and not far away from the Chowkidar's Quarter. The water from the two ponds is used for various activities of the College including for plantation, for growing flowers and vegetable plants. The water of the larger pond located on the east of College playground is clean and used for the urinals/toilets located near the College Students' Union.

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

7.3 - Institutional Distinctiveness

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

The Green Campus Initiatives

Pedestrian Friendly Pathways

The College campus has 6 parts : (i) Buildings - academic, administrative, library, Halls, Hotel, etc. (ii) Water bodies, (iii) Playground (iv) Campus road, (v) Parkings, (vi) Small pathways for pedestrian only.

Ban on use of Plastic

The College adopts various measures to make the Campus free from pollution and environment friendly. For unavoidable use of plastic, there are adequate plastic banks. The used plastics are collected in the dustbins. The College prohibits the burning of plastics and other materials. Collected waste and used plastics are taken away from the Campus by solid waste management service (SUWO).

Landscaping with Trees and Plants

The College has variety of trees in the Campus. Most of the large trees are found around the Multipurpose Hall, Administrative Building. The small plants are grown on the east of the college playground, around the Library and in front of Classrooms. A number of vegetable plants are found around the larger pond. Small plants are found in the water bodies around the Geography Department building and Administrative building.

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

The College is hopeful of returning to normal academic life in the next academic year 2021-2022. In the current academic year, the normal activities were disrupted due to Covid-19 pandemic and lockdowns. IQAC will hold meetings regularly to take up various quality measures as per the guidelines of NAAC and to achieve the Vision and Mission of the College. The College will adopt Academic Calendar and will work for improving the teaching-learning and evaluation activities. The College will take up special measures to restore normal academic, cultural, sports and other activities relating to the students. The College plans to hold Special NSS Camp in the coming year 2021-2022 which could not be held this year. The College will organise functions inviting eminent personalities in the coming year.