

**ANNUAL QUALITY ASSURANCE REPORT
(AQAR)**

2017-18

Prepared by
**INTERNAL QUALITY ASSURANCE CELL
(IQAC)**

The Maharaja Bodhchandra College
(Affiliated to the Manipur University)
Palace Compound, Imphal – 795001
Manipur (India)

COLLEGE PROFILE

Name of the College	The Maharaja Bodhchandra College, Imphal
Address	Palace Compound, Imphal, Manipur
Telephone	0385-2449238
E-mail	mbcollege.imphal@gmail.com
Website	http://mbcollege.co.in/
Name of Principal	Dr. Th. Manihar Singh
Type of College	Government
Area of Land	5.03 acres
Area of Building	2276.2 sq.mt.
Class rooms	16
Laboratory	5
Mini Sports stadium	1
Multipurpose Hall	2
Girls' Hostel	1

FOREWORD

I am extremely happy to forward the **Annual Quality Assurance Report (AQAR): 2017-18** prepared by the Internal Quality Assurance Cell (IQAC) of the Maharaja Bodhchandra College, Imphal. This is the third Annual Report we are submitting after a Peer Team of National Assessment and Accreditation Council (NAAC), Bangalore visited the college on April 16–18, 2012 and subsequently accredited the B grade.

I would like to appreciate the efforts put in by IQAC of the college and the warm co-operation and assistance extended by the teachers, non-teaching staffs and students not only towards the preparation of the report but also for bringing about value addition and general development of the college. Finally, we remain indebted to bodies of higher education such as NAAC, UGC and ICSSR and other Government agencies which are tirelessly working to bring about rapid development in higher education in the state as well as the country. I express my deep sense of gratitude to all and hope that colleges all over India shall continue to benefit and develop in the times to come.

We are privileged to submit this AQAR to NAAC for further actions and recommendations. We hope the report would be warmly received by NAAC.

Imphal, 5th July, 2018

(Dr. M. Chandra Singh)
Principal
M. B. College, Imphal

Part A

To maintain the tempo of progress initiated by the NAAC visit in 2012, IQAC was constituted by the college on August 2012. Since then, IQAC has been submitting the Annual Reports since 2013. The effort of IQAC continues. And in its quest for excellence for the college, every staff and student has contributed for overall development and educational advancement. The plan of action chalked out by the IQAC of the college in the beginning of the year towards quality enhancement includes the following.

- Introduction of multi-disciplinary approach in teaching-learning process and presentations and group discussions by students
- ICT in classroom activities and smart boards
- Conducting of remedial classes for slow and disadvantaged learners.
- Encouraging teachers to undertake research projects and to publish books and articles in academic journals.
- Annual renovation of toilets, classrooms and others
- Division of curricular, non-curricular works among all staff members to achieve good results in total quality management
- Circulation of feedback on teaching method, regularity and punctuality of teachers to students

Part B: Activities Reflecting the Goals and Objectives

1. Total number of students enrolled in 2016-17

Courses	General		SC		ST		OBC		Grand Total
	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	
BA I SEM	42	48	94	91	13	8	77	48	421
BA III SEM	47	32	63	61	6	4	41	35	289
BA V SEM	40	27	57	62	11	10	38	34	279
TOTAL	129	107	214	214	30	22	156	117	989

2. Courses offered and students enrolled for the courses

Sl. No	Courses offered	BA I SEM	BA III SEM	BA V SEM (H)
1.	Gen English	408	-	-
2.	MIL	13	-	-
3.	RD (NE)	-	289	-
4.	Economics	96	38	11
5.	Education	361	253	61
6.	English	68	51	18
7.	Geography	132	114	49
8.	History	187	132	23
9.	Manipuri	9	11	2
10.	Mathematics	2	2	-
11.	Philosophy	20	8	-
12.	Political Science	391	276	115

- The above Table does not necessarily reflect the total number of students enrolled as students should take a combination of three 3 (three) elective subjects such as Education, Political Science and History upto Semester IV.
- From Semester V onwards, students are offered honours courses in Economics, Education, English, Geography, History, Manipuri and Political Science.

3. New academic programmes initiated

- Efforts are being made to include Add-on Courses and Language Lab.
- Proposals have been submitted to UGC-NERO
- From the academic session 2017-18 Diploma in Computer Hardware with NIELIT as Industrial Partner under Vocationalization of Courses of RUSA introduced in the college
 - There are 30 students enrolled for the course

4. Innovations in curricular design and transaction

- Follows curricular design given by the Manipur University. In terms of transaction, audio-visual and use ITC introduced.

5. Ongoing Inter-disciplinary programmes

Departments involved	Type of programme	Beneficiaries	Outcome
Political science, History, Geography & Economics	Regional Development Studies	All the students from every department	Better awareness of the Northeast Region as a whole

6. Examination reforms implemented

- None as such. It is to be initiated by Manipur University to which the college is affiliated.

7. Examination results (End Semester Examination, 2017)

Course	No. of students appeared	No. of First Class	No. of Second Class	Simple pass	Total pass	Pass %
Economics (H)	11	0	11	0	11	100
Education (H)	44	6	33	1	40	100
English (H)	15	1	10	1	12	100
Geography (H)	41	10	27	0	37	100
Political Science (H)	134	1	103	13	117	100
Man (H)	8	0	7	0	7	100
History (H)	17	0	8	5	13	100
Overall	270	18	199	20	237	100

*Note: *It is a combination of three 3 (three) elective subjects such as Education, Political Science and History*

8. Candidates qualified NET/SLET/GATE

- Not applicable as it is undergraduate college.

9. Initiatives towards faculty development programmes

a). Paper presentation by the faculty at Seminar/Workshop/Conference

Name of the Faculty	Programme	Institute/Place	Title of Presentation	Date
Dr. Homen Thangjam	National seminar on Civil Society & Democracy	Department of Political Science, Indira Gandhi National Tribal University, Regional Campus, Manipur	“Movement Against Migrants in Manipur”	November 15-66, 2016
	National seminar on Democracy and Nationalism	Department of Political Science, Manipur University	Hindu Nationalism and Contradictions in Northeast	Feb. 5-6, 2017

b). Participation by faculty at Seminar/Workshop/Conference

- 6(six)

10. Total number of seminars/workshops conducted

- 1 (one)

Sl. No.	Coordinator	Title	Organizer	Date and Venue
1.	Dr. Homen Thangjam	Organised Three Days Regional Workshop on Environment and Ecology	Department of Political Science funded by North East Council, Shillong	October 17-19, 2017

11. Research projects

12. a) Newly implemented

- Two MRP

b). Completed

- None

c). Continuing Projects

- 2 (two)

13. New collaborative research programmes

- None at the moment

14. Research grants received from various agencies

- UGC-NERO

15. Details of Research scholars

- Dr. Homen Thangjam has been selected to be Research Supervisor by the Academic Council, Manipur University, Canchipur for Political Science from the academic session 2014-15 onwards. However, Research scholars are yet to be allotted to him.
- Dr. Th. Manihar Singh, Principal of the college extends his service as a research guide to scholars in Manipur University. He has produced one Ph. D. Scholar.

16. Research Publications of Faculty members

- Homen Thangjam & H. Shukhdeba Sharma, “Indo-Myanmar Border Trade: Trade or Militarization,” *Indian Journal of Social Work*, Vol. 78, No. 4, 2017

17. Honors and awards to the faculty members

- None

18. Internal resources generated

- 2 (two) percent monthly salary collected from teaching and administrative staff
- Establishment of development fund collected from the students

- Funds collected through P.T.A for developmental activities

19. Community services and extension activities of N.S.S.



- NSS Unit of the college organized a special camp on April 24-30, 2017. The work plan of the special camp was made by advisory committee, in the meeting held on 9th March 2017 at the principal's office. As per the work plan the Camp was conducted under the supervision of the Camp Director who is the Programme Officer of each Unit.
 - The volunteers took the Charged of Mess committee, Account committee, Team commander and the communicator for the adopted village. The residential camping programme was held at the college campus with the knowledge of State NSS Officer and the programme co-ordinator. Because the adopted village doesn't have the proper place to accommodate the campers.
 - Altogether 50 volunteers took part in the residential camp (50 students).
 - During the Camp, Social Service was held at the adopted village of Mahabali as well as in the college premises
 - In the evening after dinner the students were given chance to interact amongst themselves. They sometimes make cultural programmes showing their hidden talents. The programmes include monologue, singing, recitation and dance. Each and every volunteer were given equal chance to present themselves and also their other extra talents. This way the students used their leisure time.
 - A series of lectures were also conducted during the Camp in which imminent speakers spoke on various topics

Lecture Programme of NSS

Date	Topic	Speaker
24/04/2017	Role of NSS volunteers to prevention of drug Abuse in Manipur.	Dr. Apabi N, Associate Professor, JNIMS
25/04/2017	Role of NSS volunteers	Lisham Marjit Singh, District Youth Co-ordinator, NYK, Bishnupur
26/04/2017	Role of Media & Youth	Dr. A. Ibomcha Sharma, News Editor & RNU HEAD, AIR
27/04/2017	Role of Bio-diversity.	Dr. Tilakraj Thoudam Programme Officer, Ideal Girl College, Akampat
28/04/2017	Health and Nutrition	Dr. Lakshmi Thumlip, M.O., District Hospital, Chandel
29/04/2017	Care and Counseling of Blood Donors	Dr. K. Surjit Singh, M.O(i/c) Blood Bank, JNIMS
30/04/2017	Family Counseling of drug Abuse	Prof. Akoijam Brogen Singh, RIMS

20. Activities of N.C.C 14Bn. E Coy Division of M. B. College, Imphal

- The unit has a total strength of 52 students
- On June 21, 2017, NCC cadres of the college participated in the International Day of Yoga held at NCC Ground, DM College campus, Imphal
- Combined Annual Training Camp (CATC) at NCC, Imphal Head Quarter from 12th January to 21 January 2017. Following cadets from the college participated
 - MSD/16/100313 A. Dinesh Singh, MSD/16/100316 L. Abungosana Singh, MSW/16/100299 Angella Rajak and MSW/16/100302 W. Alish Devi



(Lt. Dr. Th. Nishikanta, ANO, MB College with Lt. Gen. K. Himalaya Singh)

21. Teachers and officers newly recruited

- None, as recruitment is conducted by the Government of Manipur

22. Teaching non teaching staff ratio

- The college has 36 Teaching staff and 14 Non-Teaching staff at present. The Teaching to Non-Teaching staff ratio of the college is approximately 3:1

23. Improvements in the library

- Internet connection
- New infrastructure under construction

24. New books and journals subscribed and their value

- Table given below shows the number of books, journals and periodicals purchased and amount spent

Item	Number	Amount in Rs.
New books purchased	114	1,00,140.00
Journals*	8	15,575.00
Periodicals*	4	5,760.00
TOTAL	126	1,21,475.00

Note: * denotes the number of titles of journals and periodicals, not the number of issues.

25. Courses in which student assessment of teachers is introduced and the action taken on student feedback

- Feedbacks from the students are collected in forms prepared by the IQAC for all the classes.

26. Unit cost of education

- Including Salary - Rs. 42,649.00
- Excluding Salary - Rs. 2797.00

27. Computerization of administration and process of admission and examination results, issue of certificate

- Computerized the office in the following matters
 - Admission procedures
 - Salary bills
 - Students' enrolment
 - Examination procedures and results
 - Mark lists of internal examinations

28. Increase in the infrastructural facilities

- Ladies Hostel (constructed by the UGC fund) inaugurated on October 5, 2016 is functional now
- Indoor Stadium (constructed by the UGC fund) inaugurated on October 5, 2016 is functional now
- Race Track is functional now

- Administration Block renovated with funding from RUSA

29. Technology up gradation

- New Scanner for Political Science Department
- Audio Public system procured
- Internet facility available for all the departments
- Library Inflibnet – N-list facility available

30. Computer and internet access to teachers and students

- Internet facilities are available in all the departments from 9:30 a.m. to 4:00 pm on all working days
- Students are given internet access with a nominal fee

Department	No. of computers	LCD/laptop
Economics	2	
Education	2	1
English	2	1
Geography	2	2
History	2	1
Manipuri	2	
Mathematics	2	1
Philosophy	2	
Political Science	2	1
Accounts section	2	2
Principal Office	1	1
Library (LAN)	5	
Vocational Course in Computer Hardware	10	

31. Financial aid to students

- The students are entitled to receive scholarships from HRD, MOBC, NEC, UGC, State Merit Scholarships, Department of Tribals and Hills, etc. through the college.

32. Activities and support from the alumni association

- Hold annual social service in college

33. Activities and support from Parent Teacher Association

- Annual parents-teachers meet started from 2013

34. Health Services

- The college has no health centre but hospitals are within 1-2 km distance.
- One private hospital, Advanced Hospital and Research Institute has been recently opened near the college. It is about 100 metres away from the college.

35. Performance in Sports & Co-curricular Activities

- The college football team participated in the Pratap Singh Memorial Manipur University Inter College Football (Men) Tournament, 2017 organised by the Biramangol College, Sawombung under the aegis of Manipur University Sports Committee.
- N. Malemnganbi Chanu (BA 5th Sem.) won Gold Medal in the Inter College Power Lifting Competition (52 Kg category) held at KP College, Hiyangthang on December 16-17, 2017.
- Our college students' contingent won the 2nd position in the March Past Competition of the Republic Day Celebration of Manipur, 2017.

36. Student achievements and awards in academics

- None

37. Activities of the Guidance and counseling unit

- Regular training programmes held to improve the soft skill of students

38. Placement services provided to students

- None at the moment

39. Development programmes for non-teaching staff

- Computer training programme for the non teaching staff at NIELIT and SAT, Imphal.
- Classes on personality development from time to time

40. Healthy practices of the Institution

- College calendar with all necessary information about the academic year is given to all the students and staffs
- Inter religious prayer service in the beginning and end of the academic year
- Notice boards on the corridors for displaying current news and information
- College help desk to provide the details of various university programmes and examinations
- Frequent get-together of teachers
- Staff association for the welfare of the staff
- Annual get-together of staff and students
- Celebration of National festivals like Independence Day, Republic Day and others
- Committees to monitor the programmes for various cultural events and to cultivate the talents of the students
- Maintenance of teacher's diary
- Regular internal assessment
- Send-off gathering on retirement of staff with Lunch and Gifts

- Canteen facility for staffs and students
- Departmental alumni

41. Linkages developed with national/International/academic and research bodies

- None at the moment

42. Any other relevant information the Institution wishes to add

- Women Cell: Since the function of the cell is to sensitize gender awareness, we are planning to invite experts as Resource Persons to address both the Staffs and Students pertaining to women related issues.
- Legal awareness classes conducted
- Red Ribbon Club, M. B. College is opened in the college to provide awareness on HIV/AIDS.
- Film screening as an awareness programme to the students selected films is screened in the mini hall on Saturdays.



Faculty and students on Study Tour of Geography Department at Sangaitel, Manipur

Part C
FUTURE PLAN FOR THE YEAR

After the college was accredited by NAAC, Bangalore, it has been striving to achieve extensive progress in all fields. Every care is taken, such as by activating the existing college committees, and roping in helps and suggestions from the alumni and others, to build up a promising future for the college. As future endeavour, we wish to maintain the momentum of progress and devote to areas where we find limitations. Thus, we shall make sure that the programmes previously planned are materialized to the hilt and new ones incorporated. To assess the extent of work that remains unfulfilled, routine team visits to the departments are being arranged well in advance and we plan to impart necessary guidance to all individuals and departments to wrap up their previous programmes expeditiously.

Building character of the students and imparting values - ethical and moral and love for the country is a motto of the college. In the face of onslaughts from the information technology and divisive forces working in the country, we wish to focus on this area of moral education and national integration. Apart from regular classes, the college plans to rope in national leaders and conduct workshops on the themes mentioned above. To increase the efficiency of the teaching staff and orient them for the task entrusted it is appropriate that at least two renewal seminars are arranged in the course of the year.

Considering the fact that the college caters to large number of students from backward classes and hill areas, remedial coaching for those students who lag behind in their studies has become the need of the hour. Most of these students do not have access to the facilities enjoyed by students having proximity to big cities. Instead they hail from impecunious families of the hill districts which can not afford to provide them even their prescribed text books. Towards this end, we have applied to UG for opening up of remedial classes and service entry coaching for the students belonging to the minority, SC and ST. A core committee is entrusted with this task and we are awaiting approval from UGC.

IQAC has proposed computerization of administrative work as well as maintenance of records and attendance of both students and the staffs. This has been envisioned to reduce the work load in the office and supply the necessary data at the click of the mouse. Work has already started and we plan to complete the process in the coming year. It is also necessary to expedite work of revitalizing the department-wise alumni association and the heads of various departments should make positive efforts to contact the alumni of their respective departments without delay. We are working on harnessing positive endeavors from such collaborative efforts.

(Dr. M. Chandra Singh)
Chairperson, IQAC