



Yearly Status Report - 2018-2019

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 own campus	Yes
Phone no/Alternate Phone no.	03853571901
Mobile no.	9774082899
Registered Email	mbcollege.imphal@gmail.com
Alternate Email	mohnarooprajkumar@gmail.com
Address	Palace Compound, Imphal East District
City/Town	Imphal
State/UT	Manipur
Pincode	795001

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education

Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	K. Monoranjan Singh
Phone no/Alternate Phone no.	03853571901
Mobile no.	9436298441
Registered Email	monoranjank@gmail.com
Alternate Email	mbcollege@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://mbcollege.edu.in/documents/AQAR2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://mbcollege.edu.in/documents/AcademicCalendar.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.07	2012	05-Jul-2012	04-Jul-2017
2	C	1.91	2019	28-Mar-2019	27-Mar-2024

6. Date of Establishment of IQAC	21-Aug-2012
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
One Day Workshop on Reserach Methodology in Social Sciences	06-Jul-2018 5	50

L::asset('/', 'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'. \$instdata->upload_special_status)}}}

[View Uploaded File](#)

8. Provide the list of funds by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				

No Files Uploaded !!!

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the

No

funding agency to support its activities during the year?	
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
No Data Entered/Not Applicable!!!	
No Files Uploaded !!!	
13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
No Files Uploaded !!!	
14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	17-Mar-2020
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I - CURRICULAR ASPECTS**1.1 - Curriculum Planning and Implementation**

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. E words

The curriculum referred by the Maharaja Bodhchandra College is all p the Manipur University, as the college being an affiliated college, curriculum are provided by the affiliating university. Neverthele institute has a clearly defined way of implementation and delivery curriculum. Annual academic calendar is prepared before the begin every academic year taking reference to the Academic Calendar o affiliating university especially with reference to the session begi examination times. The Academic Calendar is displayed on the genera as the students' notice board. Efforts has been exerted in the right ensure proper teaching-learning process and continuous internal eva The faculties are always encouraged to give full participation in t learning process. They are instructed to take up more advance and p way of teaching methods like use of ppt presentation, to let the r students undergo learning through field visit learning apart fro traditional class room teaching. They are also stimulated by allowir join faculty improvement programme in the form of orientation co refreshers course, and other short-term courses. As the involvem students is paramount for the improvement and development of their c aspects, skills and knowledge, the institution encourages the stud work and participate in various academic as well as co-curricular ac Numerous co-curricular activities and initiatives like literary meet week, NSS camps, participation in the social services were arranged of the implementation process. Proper identification and communicati respective students is followed with respect to their participa attendance and performance at the respective departmental level. tutorials have been taken up, and assignments and reading reference copies were also provided. Classroom seminars are also performed as improving the communicative and interactive skill of the students, the curriculum can be effectively delivered. Further, the evaluatio is also part of implementing the curriculums.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	De
Certificate in Computer Hardware Technology	Nil	27/01/2017	5	Nil	At i s s

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Intro
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented in affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS Course System
BA	Economics	01/07/2010
BA	Education	01/07/2010
BA	English	01/07/2010
BA	Geography	01/07/2010
BA	History	01/07/2010
BA	Manipuri	01/07/2010
BA	Political Science	01/07/2010
BA	Mathematics	01/07/2010
BA	Philosophy	01/07/2010

1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		

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1.3.2 - Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects/ Internships
BA	Geography	46

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the institution (maximum 500 words)

Feedback Obtained

Feedback is collected mainly from the students, teachers and parents. The responsibility of supporting one another is the like of many teachers.

Teachers expressed the need of a well-metaleed or concrete footpath c all classrooms. Teachers feel the importance of well-functioning gir boys' hostels, thus the students who reside in far hilly areas can g of hardship in coming to college. Need for improvement of infrastruc as classrooms which are well-equipped with ICT tools such as smart b LCD projectors each for the nine departments, facilities for the stu like spacious common rooms, increase of reading room space and compu terminals for net surfing, neat and tidy gymnasium are again the des the students. Parents feel the need for providing incubation center institute. If these feedback points from the stakeholder can be real then the institute could be able to upgrade its standard quite high. it is in the hand of the Directorate of University and Higher Educat Government of Manipur to fulfill all these needs of the hour, so tha advancement can be always with the institute.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received
BA	Economics	100	90
BA	Education	350	339
BA	English	150	99
BA	Geography	200	192
BA	History	200	198
BA	Manipuri	50	35
BA	Mathematics	25	3
BA	Philosophy	30	22
BA	Political Science	450	408

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2.2 - Catering to Student Diversity

2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses
2018	1260	0	41	0

2.3 - Teaching - Learning Process

2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Syster learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-re tecl

41	15	7	1	1
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[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 - Students mentoring system available in the institution? Give details. (maximum 500 word

Student mentoring is a programme that provides personal and professional support to students, accelerate the learning process. The college focused on the students mentoring on various teaching-learning, extra-curricular activities, career counselling, awareness programmes on govt skills development for the holistic development of the students. Mentoring is done in various ways at the beginning of the sessions. For the newly admitted students of the college, an induction program is conducted for introduction to the college, faculty members, courses and syllabus, facilities available in the college including library, sports, cultural activities and those specially student-focused activities like career counselling etc. Departmental seminars were conducted during the course. The programme aims to improve students life skills, such as leadership skills, adaptability, critical thinking and creativity. Various programmes also motivate students to work towards academic performance, personal well-being, professional development, and aspirations. The student mentoring system in MB College is a programme with the objective of enabling constructive and positive interaction, guidance and mentorship of students by the faculties. It enhances confidence and offers challenges to set higher goals, take risks, and achieve higher levels. The college provides many programmes for role modeling for professional leadership and personal growth, increased competencies and vital interpersonal skills. It gives access to a support system during academic and career development stages. It ignites a spark and exposes the emerging talent potential. Student mentoring in the college helps to improve skills and weaknesses by getting feedback from mentors with more experience or knowledge.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : No. of students
1260	41	1

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of new appointments
41	41	0	12	

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship received from Government, International recognized bodies
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No Data Entered/Not Applicable !!!

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2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results semester-end/ year-end examination
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BA	ECO	6th Semester	17/05/2018	09/07/20
BA	EDN	6th Semester	17/05/2018	03/07/20
BA	ENG	6th Semester	17/05/2018	04/07/20
BA	MAN	6th Semester	17/05/2018	06/07/20
BA	HIS	6th Semester	17/05/2018	02/07/20
BA	PSC	6th Semester	17/05/2018	02/07/20
BA	GEG	6th Semester	17/05/2018	03/07/20

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level

The Maharaja Bodhchandra College is affiliated with Manipur University and follows the university's examination pattern. Manipur University guidelines concerning the evaluation process are strictly adhered to. The college conducted Continuous Internal Evaluation (CIE) through assessments of students by conducting unit tests at every end of the unit for different subjects in different departments. Assignments of various topic areas, subject seminars, group discussions, tutorial classes, workshops, the interaction between teachers and students in the classroom, and attendance are taken regularly. Students participate in various college programs and in various state, national, and international educational activities like NCC, blood donation, and sports and cultural activities can be mentioned. The institute has reformed the continuous internal evaluation system from teacher-centric to student-centric. Preparing the question paper for the internal examination in the prescribed pattern based on Knowledge level using Bloom's taxonomy. The HOD/subject expert scrutinises the prepared question paper to ensure its quality. Monitoring the attendance of the students in the examination. Internal Assessment has to be carried out within the stipulated time. After completion of the internal examination, the faculty evaluate the answer scripts and distributes them to the students for doubt clarification or re-correction. The faculty submits the re-corrected scripts to the examination branch, and marks are displayed on the notice board. Result analysis meetings are conducted with result analysis, and the remedial actions for further improvements are arrived at after discussion with faculty, deans, and the institution. Communication is done with the students and the faculty through various channels. The evaluation for theory courses is as follows: (75) directly (75), covering internal and university examinations, and indirect (25), covering surveys. The students' performance in internal assessments is used for faculties to identify slow and advanced learners in their respective subjects. Slow Learners are encouraged to improve their performance by counselling. Counselling sessions are used to sort out personal, academic and non-academic problems. So, the college has adopted CIE effectively to identify the strengths and weaknesses of the students and provide feedback and remediation.

2.5.3 - Academic calendar prepared and adhered for conduct of Examination and other related n words)

The Academic Council sets the college academic calendar. It reflects schedules for classes, working days, internal assessments, tentative for end semester university examinations, cultural events, sports, h festivals, important national and international days. The entire num productive working days available in a semester is displayed on the calendar. The department heads assign units of respective subjects t teachers before the semester classes according to the faculty prefer listed in the competency matrix. The academic calendar, authorized b institutions head, is followed while the teachers in-charge carried schedule accordingly. For each semester, all courses are arranged by concerned heads in coordination with the departmental faculty member distribution of the course contents. The faculty members of the rele courses create lesson plan and prepare relevant study resources. Mon involves reviewing student attendance, lesson plan compliance, sylla completion, and internal evaluation results. Corrective measures are considered and shared with the department and the specific faculty n needed. This guarantees a qualitative improvement in the teaching-le process.

2.6 - Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offe institution are stated and displayed in website of the institution (to provide the weblink)

<http://mbcollege.edu.in/documents/ProgrammeOutcome.pdf>

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination
ECO	BA	Honours	18	18
EDN	BA	Honours	24	22
ENG	BA	Honours	14	14
HIS	BA	Honours	26	24
GEG	BA	Honours	46	46
MAT	BA	General	0	0
MAN	BA	Honours	4	2
PHI	BA	General	0	0
PSC	BA	Honours	160	157

[View Uploaded File](#)

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may de questionnaire) (results and details be provided as weblink)

No Data Entered/Not Applicable !!!

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organi

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount receive year
No Data Entered/Not Applicable !!!				

No file uploaded.

3.2 - Innovation Ecosystem

3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Acaden practices during the year

Title of workshop/seminar	Name of the Dept.
No Data Entered/Not Applicable !!!	

3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the

Title of the innovation	Name of Awardee	Awarding Agency	Date of award
No Data Entered/Not Applicable !!!			

No file uploaded.

3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Cor
No Data Entered/Not Applicable !!!					

No file uploaded.

3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (i
No Data Entered/Not Applicable !!!			

No file uploaded.

3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/Internat Conference Proceedings per Teacher during the year

Department	Number of Publication
English	5
Education	1
Mathematiccs	2

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3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number excluding
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No Data Entered/Not Applicable !!!

No file uploaded.

3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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No Data Entered/Not Applicable !!!

No file uploaded.

3.3.7 - Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty Presented papers	International	National	State
	4	2	Nil

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3.4 - Extension Activities

3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
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No Data Entered/Not Applicable !!!

No file uploaded.

3.4.2 - Awards and recognition received for extension activities from Government and other recognised bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
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No Data Entered/Not Applicable !!!

No file uploaded.

3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachta Hi Seva	NSS Units MB College	Cleanliness Drive	2	

[View File](#)

3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support
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No Data Entered/Not Applicable !!!

No file uploaded.

3.5.2 - Linkages with institutions/industries for internship, on-the-job training, project work, shared research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To
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No Data Entered/Not Applicable !!!

No file uploaded.

3.5.3 - MoUs signed with institutions of national, international importance, other universities, in corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participating MoUs
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No Data Entered/Not Applicable !!!

No file uploaded.

CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing

No file uploaded.

4.2 - Library as a Learning Resource

4.2.1 - Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	au
KOHA	Partially	3.14.11 (stable)	

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total
Text Books	12680	12394800	0	0	12680
Reference Books	1020	580840	0	0	1020
e-Books	0	0	0	0	0
Journals	5	2110	0	0	5
e-Journals	0	0	0	0	0
Digital Database	0	0	0	0	0
CD & Video	0	0	0	0	0
Library Automation	12859	109792	0	0	12859
Weeding (hard & soft)	0	0	0	0	0
Others (specify)	3	5000	0	0	3

No file uploaded.

4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala C Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launch content
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No Data Entered/Not Applicable !!!

No file uploaded.

4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Availa Bandw (MBPS/)
Existing	16	0	0	0	10	2	4	10
Added	0	0	0	0	0	0	0	0
Total	16	0	0	0	10	2	4	10

4.3.2 - Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre at facility
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No Data Entered/Not Applicable !!!

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
758460	758460	2290602	2290602

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information available in institutional Website, provide link)

The college has a system for maintaining and utilizing physical, academic and support facilities of the institute. The system is handled by the administration in co-ordination with the respective departments at least once in a year. As far as practicable, care has been taken to keep the computers, systems, photocopying machines, available ICT tools such as LCD projector etc., in working condition. Being an arts college, the only main laboratory is that of the geography department. The available practical related equipment and tools are kept in working condition. Since the institute has very few non-teaching staff, the equipment, both in administrative block and laboratory departments and laboratory are being looked after by the respective departments. There is no housekeeping section in the college. A detailed description is presented below on maintenance and utilization of facilities.

- Laboratory:** The only laboratory in geography department is looked after by the teachers of the department. There is no laboratory assistant or laboratory attendant, as the vacancy is not filled up by the director of the college being a government college, is under the Directorate of Technical Education and Higher Education (DUHE), Government of Manipur. The items in the laboratory of the department are entered in the departmental stock register.
- Library:** Presently the college has no library staff, including a librarian, as they were all retired, and the vacancies are filled up on a contract basis and assisted by one or two teachers who volunteer their service. From recent times, like the past 10-15 years, procurement of a large number of books is done by the Library Advisory Committee, however, the purchase of the book is done through the directorate and supplied to the college library. Whenever demanded from the higher authority, the principal forwards the book lists with immediate requirements submitted to the departmental heads to the directorate.
- Sport complex:** Our college does not have a sports complex. There is one medium sized football ground and also one room with two multiple weight training machines, and some physical exercise equipment like cross trainer, stationary cycles, etc. There was one physical education trainer (PET), who was transferred to another institute. Therefore, the college is now with no PET to look after the equipment.
- Computers:** The college has one computer training classroom under RUSA. A hardware vocational training course has been carried out. This very room is also used as a smart classroom.
- Class Rooms:** Class rooms are all equipped with necessary teaching aids in all departments along with necessary teaching aids. The class rooms are utilized as per the time table of the department. The class rooms are cleaned on a daily basis. There is only one smart class fitted with computer system and LCD projector. It is used by the departments on a rotation basis, whenever necessary by referring to the daily class time table.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	
Financial Support from institution	0	Null	
Financial Support from Other Sources			
a) National	Null	Null	
b) International	Null	Null	

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Me

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal counseling and Mentoring	11/05/2018	235	Career Guidance Counseling

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5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam
No Data Entered/Not Applicable !!!				

No file uploaded.

5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevent harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance resolution
0	0	0

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus	
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated
No Data Entered/Not Applicable !!!				

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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of institution
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No Data Entered/Not Applicable !!!

No file uploaded.

5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
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No Data Entered/Not Applicable !!!

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5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports Meet	Institutional Level	155
Literary Meet	Institutional Level	66

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5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the award
2018	Power Lifting	National	1	Nil	211682	Tou Sati

[View File](#)

5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

As per the guidelines of Government of Manipur our college elect the Students' Union every year through elections. The Student's Union represents all the students of the college. Its role is to coordinate leisure activities, provides welfare services, and represents student political interest. Students unions generally focusing on providing facilities, support, and services. The college students Union consists of the following office bearers. 1. General Secretary 2. Finance Secretary 3. Debate and Extension Secretary 4. Social and Culture Secretary 5. Male Common Room Secretary 6. Games and Sports Secretary 7. Boys Common Room Secretary 8. Female Common Room Secretary The date of election is fixed by the Directorate of University and Higher Education (DUHE), Government of Manipur, generally the last week of October. Besides, the Directorate also fixes the date of filing nomination, withdrawal of nomination paper, scrutiny, etc. A Joint Election Committee is formed to see the smooth conduct of election and making arrangement for the same. The eight union office bearers so elected receive certificates of acknowledgement of their secretaryship once they are

as elected by the Returning Officer. Each and every secretary choose the teaching faculty members as its in-charge. A college union fee 300/- per student is collected at the time of admission. The Union collected is distributed amongst the eight portfolios or secretaries. Accordingly, every secretary organizes various programmes inside the campus like, Annual Fresher's Meet, Literary Meet, Debating Competition, Teacher's Day, Patriot's Day, Annual Sports Meet, etc. They also take role in arranging for the participation of various inter college sports and cultural competitions. Administrative bodies/committees of the institution mainly are the Administrative Committee, Admission Committee and Examination Committee. Besides there are also various other committees like (Cultural Cell, Guidance and Counselling Cell, Students' Grievances and Redressal Cell).

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

55

5.4.3 - Alumni contribution during the year (in Rupees) :

0

5.4.4 - Meetings/activities organized by Alumni Association :

The college Alumni Association established in the year 2010 hold meetings with the teaching staff at least once in a year. Eminent Alumni members are invited to college to deliver lectures and motivate the students. Alumni provide counseling for achieving career opportunities every academic year. Alumni discusses with stakeholders on various matters and academic performance and obtain feedback. The invaluable feedbacks from the Alumni are taken into consideration the college developmental programmes. Some alumni members have contributed materials and machineries in maintaining pavements inside the college campus. They also helped a lot in keeping the campus neat and clean through voluntary services. Alumni members well experienced in the field of ICT extended their service in motivating the teachers and students with the knowhow of ICT tools in teaching and learning process.

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The College has the Vision of "Transforming of knowledge into practical capacities to enable to meet global and local challenges guided by the sense of national character and sensitive to traditional mores and 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, minorities and others to disseminate knowledge by improving quality of learning process and to instil and enrich sense of responsibility, accountability and ethical values among the students and faculty towards achieving higher goals in life. Being affiliated to Marjorie University (a Central University at Imphal) the College follow

implements the academic decisions of the University including on s curriculum, academic calendar and examination schedule. As a Gove College, the College implements the policy and follows the decisi Government of Manipur through the Higher Education Department and Di of University and Higher Education, Government of Manipur. The C functions under the supervision and monitoring of the Directora University and Higher Education. The College implements the national of higher education adopted by UGC, NAAC, RUSA etc. as directed Directorate of University and Higher Education. The College develop methods and practices for effective functioning of the College administrative and academic aspects as per the Vision and Mission College. The decentralization and participative management of the C done through IQAC, the Committees/Cells/Centres etc. The Principal overall head of the College who provides leadership in academ administrative and leadership as well as coordinates and works joir teachers, non-teaching staff, students and other stakeholders. Of practices of decentralization and participative management one pra related to the administration and activities concerning the studer admissions, examinations and other student related activities in the Thus there are Admission Committee, Examination Committee, Teacher of Scholarship, NSS, NCC, RUSA, AISHE Career Counselling, the Teac Charge of College Students' Union, the College Students' Union, Association etc. who helped, coordinated and functioned under the direction and leadership of the Principal. The second practice was r the administration and other activities of the College. There are Heads of the Departments, IQAC since 2012, Academic Council, Fi Committee, Committee against Sexual Harassment, etc. who performed a through discussion and worked under the Principal. Regular meeti teaching and non-teaching staff with Principal as well as the va Committees, Officers, IQAC etc. were held to review and decide on t and matters concerning in the functioning of the College. The Coll able to function effectively through the practices of decentraliza participative management under which every stakeholder was involved decisions of the College were taken by the Committees and IQAC wi Principal in their respective areas as per the Vision and Mission College and to provide quality collegiate education.

6.1.2 - Does the institution have a Management Information System (MIS)?

No

6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with each):

Strategy Type	Details
Curriculum Development	<input type="checkbox"/> Curriculum Development As the College is affil: Manipur University (a Central University), the implements the academic decisions including syl curriculum, evaluation and academic calendar of University. The College ensured that students were about the syllabus during Induction Programme and beginning of the sessions. The papers/topics distributed among the teachers by Head of Departm oversaw the implementation of the curriculum de: Departmental meetings were held in this regard

	<p>departments and teachers strived through a combin time-bound and innovative methods to complete the and evaluate the progress of the students</p>
Teaching and Learning	<p>The College gives priority to teaching and lea activities and ensured the completion of syllabus the given time frame. In addition to the class teaching the students are encouraged to meet f members beyond the classroom hours for discussi clear understanding. Syllabus was completed fo semester on time before the University examination The entire course duration was divided into semest the departments and teachers were made to follo syllabus and related areas. The faculty members : Orientation Programmes, Refresher Courses, Semina for effective curriculum delivery and improveme teaching practice.</p>
Examination and Evaluation	<p>The examination and evaluation is an important pa academic activities of the College. The College fo academic calendar and the examination schedules ac Manipur University. In the beginning of the ses Planning was made for timely completion of the syl effective conduct of the examinations. The final examinations were decided and conducted by Ma University including schedule of the examinations, setting and evaluation. The teachers discussed the questions papers of Semesters Examinations. The conducted internal assessment on which Department teachers had some autonomy including question set evaluation.</p>
Research and Development	<p>The College has qualified teachers who had res experience and can conduct the research. The Col Research Committee/Cell to discuss and help the te this regard. The College does not have separate allocation for this activity but the teachers encouraged to attend Seminars/Conferences as wel take up research through various research funding of India including UGC, ICSSR, ICHR etc. The C motivated the faculty members to pursue high qualifications including Ph.D.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>The College has library with books, journals etc reading room facilities and new acquisition of bo College has ICT facilities, computers, projecto effective teaching and learning activities. The co power supply and internet connectivity. The Coll adequate infrastructure including classrooms, pr rooms, a Multipurpose Hall, an Indoor Stadium playground, urinals/toilets and rooms for t administrative Staff and faculty members. Ther adequate desks, benches, tables and other requ furniture for proper functioning of the Colleg academic, administrative and students related act</p>
Human Resource Management	<p>Human Resource Management is important for the acl of the Vision and Mission of the College. Bei</p>

	<p>government College, the Government of Manipur through the Higher Education Department and Directorate of University and Higher Education do recruitment and posting of teaching and non-teaching staff. The Principal performs administrative duties to the teaching and non-teaching staff and monitors their performance. The Head of Department allocates academic work to the teachers and evaluate their Academic Performance. The College has implemented the Academic Performance Based Appraisal System. The teachers attend Orientation and Refresher Courses for their effective performance.</p>
Industry Interaction / Collaboration	<p>So far there is no industry interaction and collaboration with the College. The College will make efforts to create such interaction with the local industries in the future for the benefit of the students.</p>
Admission of Students	<p>The College followed the admission policy of the Government of Manipur having the schedule of admission, reservation policy, fee structure etc. as directed by the Directorate of University and Higher Education. The College determines the intake capacity of the courses. Admission notification is published in the local newspapers, College website and Notice Board. It was done in a transparent manner by publishing a Prospectus which contains the details of the courses offered, about the College and admission. In line with the Mission of the College, there are sizeable numbers of students from ST from the hill areas, SC and minorities.</p>

6.2.2 - Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Nil
Administration	<p>The Administration of the College is done usually in a conventional way. However, introduction of e-governance has been done hereby all official communication with Directorate of University Higher Education is done through online, submission of all files/communications through E-Dal and communication is also carried out with Manipur University. Relevant information and notifications to teachers, staff and other stakeholders are done through WhatsApp Groups and E-mails.</p>
Finance and Accounts	<p>The finance and account activities of the College are done through online, banks and other e-transaction with the Government of Manipur and those outside the College. Salaries of the teachers and staff were done through online. Thus these activities are integrated with the e-transaction system of the Government of Manipur and banks.</p>
Student Admission and Support	<p>The student admission and support system like administrative work etc. were done by using College website, Whatsapp and online transaction through banks, e-portals of Government, etc. The data of the students are maintained electronically to be sent to Manipur University, etc.</p>

	scholarship data is not maintained by the college, done by the center through direct benefit transfer
Examination	The College conducted Semester Examinations of the University by the college examination committee. Internal Assessments are carried out by respective departments. The data of the examinations were maintained electronically. The data of marks of Internal Assessment were submitted in electronic format to the Manipur University

6.3 - Faculty Empowerment Strategies

6.3.1 - Teachers provided with financial support to attend conferences / workshops and towards fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided
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No Data Entered/Not Applicable !!!

No file uploaded.

6.3.2 - Number of professional development / administrative training programmes organized by for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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No Data Entered/Not Applicable !!!

No file uploaded.

6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To Date
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No Data Entered/Not Applicable !!!

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6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

No Data Entered/Not Applicable !!!

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
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<p>The teachers were encouraged to participate in Orientation/ Refresher Courses, Seminars/Conferences etc. besides salary on time. The College held to promote on time.</p>	<p>The opportunity for training, promotion etc. besides salary on time was given.</p>	<p>Students Stude given scholarshi the teaching, lea evaluation. S cultural meets a curricular and curricular activi promoted</p>
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6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words ea

The external financial audit was done at the end of financial year Office. The College fully cooperated in the external audit by provi the relevant data and records of the financial transaction as requ the auditing team. The Principal as the head of the College ensured was sanctioned as per the rules as well as the amount sanctioned College was properly utilised. The required documents were kept maintained in a transparent manner for economic use of the avai financial resources.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in F
Nil	Nill

No file uploaded.

6.4.3 - Total corpus fund generated

0

6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	College Academic Council
Administrative	No	Nill	Yes	College Administrative Com

6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

No Data Entered/Not Applicable !!!

6.5.3 - Development programmes for support staff (at least three)

No Data Entered/Not Applicable !!!

6.5.4 - Post Accreditation initiative(s) (mention at least three)

No Data Entered/Not Applicable !!!

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal
b)Participation in NIRF
c)ISO certification

d)NBA or any other quality audit

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To
2018	One Day State Level Workshop on Social Science Research Methodology	06/07/2018	06/07/2018	06/07/2018

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution the year)

Title of the programme	Period from	Period To	Number of Female
Gender Sensitization program	10/10/2018	10/10/2018	23

7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy source

ANNUAL POWER REQUIREMENT-5511.5 KWH

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Ramp/Rails	Yes	Nil

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed
2018	1	1	12/12/2018	1	Giving awareness among the women vendors of womens market, Palace Gate	Womens hygiene and sanitation

[View File](#)

7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of pa
Independence Day	15/08/2018	15/08/2018	60
College Foundation Day	08/09/2018	08/09/2018	67
Gandhi Jayanti	02/10/2018	02/10/2018	58
World Environment Day	05/06/2019	05/06/2019	64

No file uploaded.

7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Declaration of smoking and plastic free Campus 2. Tree plantat
Electricals and electronic items are switched off when not in use
Installation of plastic bank. 5. Conserving Water bodies for main
ecological balance.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Best Practices 1. Title: Student Counselling Objectives: To help the
to improve self-confidence, to learn problem management and selec
career avenues. **Situation: Teacher counselors are supposed to supp**
those students who are talented, as well as those nervous or, shy
who cannot express themselves well and to socialize. They are also
access through the route where they can effort in finding employm
progresses in their professional life. **The practice: Teacher coun**
attempted to draw out students unique attention by employing student
activities such as singing, role-playing, performing musical instr
puzzle play, word games and quizzes. The students are encouraged t
time in self-discovery and developing interests around their skills
of career awareness. **Indication of Success: The students were pron**
feel joy and happiness. Students were found relaxed, free to talk, s
communicated better with other normal learners. Some students get e
in government and private companies, and some started self-emplo
Resources: The programme did not require hefty amount of money.

2. Rainwater Harvesting Objectives: To supplement the need of water su
the college. **Situation: The Maharaja Bodhchandra campus cannot acqu**
from public water supply system due to scarcity of water supply
region. Throughout the year, the college is purchasing water from
water supply at various costs. **The practice: In view of the scarcity**
supply, the college management committee arranged to harvest rain wa
could have been wasted during rainy season. Since the roofs of the
classrooms are all corrugated tin, the rain water can easily be cc
through gutters and drain pipes and stored in the water reservoir. **I**
of Success: The collected water during rainy season was quite usefu
the rainy season, the college did not purchase water for use in toi
bathrooms. Thus a few thousand rupees can be saved. **Resources: Inst**
of the gutter and drain pipes and construction of the reservoir tan
one-time investment. However, time to time., from time to time the c

drain pipes need to be repaired. And occasional cleaning of the tan necessary.

Upload details of two best practices successfully implemented by the institution as per NAAC. If you have mentioned on your institution website, provide the link

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision and thrust in not more than 500 words

The distinctiveness of The Maharaj Bodhchandra College lies in the fact that the college has its own history. The land of the college was donated by the Maharaja of Manipur, His Highness Okendrajit Leishemba in his father late His Highness Maharaja Bodhchandra Leishemba. The college was established on the 8th September 1969. Therefore, every year on the 8th September, the college foundation day is observed. Since the establishment of the institution, the college has its own college song which is performed on every foundation day function. Most of the college foundation functions and inauguration was led by His Highness Sanajaoba Leishemba, grandson of Maharaja Bodhchandra Leishemba. Access and inclusion to all the students is again one of the distinctiveness of the college. All students are valued and have right to learn in the college regardless of their socio-economic abilities. Though the college is situated in the heart of the Imphal city, majority of the students are from rural areas of Imphal East, Imphal West, Thoubal districts, and hilly districts like Tamenglong, Ukhrul, Churachandpur, Kangpokpi and Senapati. To impart and spread knowledge and higher education to the learners who are usually from economically weaker families may be considered as one of the important tasks of the college.

Provide the weblink of the institution

8. Future Plans of Actions for Next Academic Year

No data entered!!!