

**Thoubal College, Thoubal**

**Manipur – 795138**

**Website:** [www.tbhc.ac.in](http://www.tbhc.ac.in)

**Email:** thoubal college @ yah oo.com

**ANNUAL QUALITY ASSURANCE  
REPORT**

**SUBMITTED  
TO**

**NATIONAL ASSESSMENT AND ACCREDITATION  
COUNCIL (NAAC)**

**BANGALORE – 560072**

**2014-2015**

## The Annual Quality Assurance Report (AQAR) of the IQAC

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

### Part – A

AQAR for the year (for example 2013-14)

2014-2015

#### I. Details of the Institution

1.1 Name of the Institution

THOUBAL COLLEGE, THOUBAL

1.2 Address Line 1

INDO-MYANMAR ROAD

Address Line 2

THOUBAL WANGMATABA

City/Town

THOUBAL

State

MANIPUR

Pin Code

795138

Institution e-mail address

thoubal college @ yahoo.com

Contact Nos.

8414015297

Name of the Head of the Institution:

O. CHAOBA DEVI

Tel. No. with STD Code:

03848-222555

Mobile:

8414015297

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:   
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2014-15.doc>

### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.07	14.09.2015	5 years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

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

- i. AQAR \_\_\_\_\_2014-15\_\_submitted on (13/09/2016)
- ii. AQAR\_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR\_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR\_\_\_\_\_ (DD/MM/YYYY)

### 1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

#### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

B.Voc. in 1. Food Processing and Engineering  
2. Tourism & Hospitality Management  
Under UGC sponsored

#### 1.11 Name of the Affiliating University (for the Colleges)

Manipur University

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

Autonomy by State/Central Govt. / University  NO

University with Potential for Excellence  NO

UGC-CPE  NO

DST Star Scheme  NO

UGC-CE  NO

UGC-Special Assistance Programme  NO

DST-FIST  NO

UGC-Innovative PG programmes  NO

Any other (Specify)  NO

UGC-COP Programmes

## 2. IQAC Composition and Activities

2.1 No. of Teachers	4
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	1
2.4 No. of Management representatives	1
2.5 No. of Alumni	2
2.6 No. of any other stakeholder and community representatives	X
2.7 No. of Employers/ Industrialists	1
2.8 No. of other External Experts	X
2.9 Total No. of members	10
2.10 No. of IQAC meetings held	2

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

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

1. Preparation of NAAC
2. Physical Health Programme
3. Question Setting & Evaluation
4. Official Statistics in India
5. Utility of UGC-API Systems
6. Transforming Higher Education in NE India

2.14 Significant Activities and contributions made by IQAC

1. IQAC proposed that the college should apply for reaccreditation.
2. Process for COSA (Computerisation of Salary Account) in the college started.
3. The feedback from the students & parents has actively been reviewed in charge for action taken.
- 4 Organised a cycle tracking of 25 km from college with banner and festoon against HIV/AIDS and drugs.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Establishment of Smart Classrooms with Video Conference facility	Under process to establish
Technology up gradation & Computerization.	installed
Establishment of Curriculum Development Cell	executed
Installation of Computers in the faculty Departments of the College.	executed
Proposal made to administration to renovate student Union room a separate ladies toilet set.	Proposal accepted and work in progress
To take feedback from the students	Feedback was taken from the students and actions were taken based on it.

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body      Yes  No

Management       Syndicate       Any other body

Provide the details of the action taken

Steps will be initiated to place AQAR in Statutory bodies in coming year

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	02	0	0	0
PG	0	0	0	0
UG	3	0	0	Food Processing & Engeeniring
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	02 COP (HIV)	0	0	0
Certificate	2Watershed Management	0	0	0
Others	0	0	0	0
<b>Total</b>	09	0	0	0

Interdisciplinary	Courses like Regional Development(RD) involves from various faculty members
Innovative	Skilled development programme

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	NIL
Annual	NIL

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

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

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

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

Revision and update of regulation or syllabi is done by the Manipur University for the time being
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1.5 Any new Department/Centre introduced during the year. If yes, give details.

Not yet opened

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others Part Time/Guest/Contract
	71	17	29	Nil	25

2.2 No. of permanent faculty with Ph.D.

16

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

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil	Nil	Nil
-----	-----	-----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	61	105
Presented papers	Nil	10	19
Resource Persons	Nil	01	02

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

- For admission to the college, there is a wide publicity through both print and electronic media
- Admission test are conducted whenever necessary , counselling of students at the beginning of the Session
- a) ICT enabled teaching-learning with the following facilities
  - Smart Class Room
  - Educational Software
  - Audio-Video Aids
  - Power Point presentation
  - Computer-Oriented Teaching and Learning
- b) E-content and web enabled learning ( infibnet, E-Library)
  - Use of modern facilities like internet, LCD projector etc. are used

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

180



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

The Manipur University did all reformatations, regarding examinations / Evaluations.

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

2

- 2.10 Average percentage of attendance of students

86%

- 2.11 Course/Programme wise distribution of pass percentage : for the Session 2014-15

B.Sc/ B.A 6th Semester 2014-15	Total no. of students appeared	Division					
		Distinction/ Position	I %	II %	III %	Total	Pass %
<b>SCIENCE</b>							
Physics.	46	01	-	12	14	26	56.52
Chemistry	22	-	02	09	05	16	72.72
Botany	50	-	08	26	12	46	92.00
Zoology	64	-	01	49	08	58	90.62
Geology	14	-	-	06	05	11	78.57
Statistics	16	-	0	05	05	10	62.50
Geography	-	-	-	-	-	-	-
Mathematics	31	-	01	16	10	27	87.09
Economics	01	-	-	01	-	01	100
	<b>244</b>	<b>01</b>	<b>12</b>	<b>124</b>	<b>58</b>	<b>195</b>	<b>79.91</b>
<b>ARTS</b>							
History	10	-	-	01	05	06	60.00
Political Science	86	-	-	28	50	78	90.69
Education	45	-	01	19	21	41	91.11
English	42	-	-	22	16	38	90.47
Manipuri	20	01	-	07	06	14	70.00
Economics	14	-	-	06	07	13	92.85
Mathematics	12	-	-	07	-	07	58.33
Geography	52	-	13	22	11	46	88.46
	<b>281</b>	<b>01</b>	<b>14</b>	<b>112</b>	<b>116</b>	<b>243</b>	<b>86.47</b>
<b>Total</b>	<b>525</b>	<b>02</b>	<b>26</b>	<b>136</b>	<b>174</b>	<b>438</b>	<b>83.43</b>

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

Though the college is conducting Examinations under the prescribed curriculum framed by the university, teaching days are fixed taking into account the mandatory number of working days (180 days per semester), core credits and elective credits. The IQAC analyzes the

student's feedback on the courses, send back the reports to the stakeholders and thus facilitates Quality assurance and setting benchmarks for excellence.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	01
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	05
Staff training conducted by the university	02
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	16
Others	03

### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	4		0	07
Technical Staff	02		0	0

## Criterion – III

### 3. Research, Consultancy and Extension

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

- The college authorities provide all necessary infrastructural support including space for carrying out research work.
- The IQAC makes strenuous efforts to promote research activities and invigorate and motivate the faculty to participate in conferences and to publish research papers in journals of repute and on various National and International events were organized during 2014 – 2015
- Some teachers of the college are Research Guides under Manipur University and some other Universities outside the state.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	01	03	02
Outlay in Rs. Lakhs	24,00,000	5,00,000	26,00,000	24,00,000

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	14	14	Nil
Outlay in Rs. Lakhs	0	12	19,98,000	Nil

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	05	21
Non-Peer Review Journals	NA	NA	NA
e-Journals	NA	NA	NA
Conference proceedings	NA	NA	NA

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	UGC, ICSSR, AERB	29,84,154	26,84,154
Minor Projects	2	X, XI, XII	19,98,000	12,08,000,
Interdisciplinary Projects		Bio-Tech (DBT)	39,50,000	32,21,000
Industry sponsored				
Projects sponsored by the University/ College	NA	NA	NA	NA
Students research projects <i>(other than compulsory by the University)</i>	NA	NA	NA	NA
Any other (Specify)				
Total			89,32,154	71,13,154

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from : NIL

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

3.9 For colleges : NIL  
Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	02	02	Nil	02
Sponsoring agencies	Nil	UGC, ICSSR	Directorate (U)	Nil	-

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
NIL	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

3.25 No. of Extension activities organized

University forum  College forum

NCC  NSS  Any other

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

- Cleanliness drive around the college campus 2nd Oct 2014 to observe the Nationwide programme on the theme 'Neat and Cleanliness'.
- A talk programme on Community Skill Development and career Counselling for students by TIMT Group.
- A consultation meeting on the demand for inclusion for Meitei/Meetei in the scheduled Tribe List in India.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	15 acres			15 acres
Class rooms	26	0	UGC	26
Laboratories	26	0	UGC	26
Seminar Halls	2	0		2
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	7	1	UGC	8
Value of the equipment purchased during the year (Rs. in Lakhs)	710000	105000	UGC	8.15 lacs
Others:	04	03	UGC /College	07
Lavatories	4	2	NEC, Shillong	06
Shades	2	1	College	3
Botanical Garden	1	1	College	2

#### 4.2 Computerization of administration and library

Partially computerize in the administration and Library. Library books are automation and provided internet facilities installation with six CCTV Camera.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17,900	4,13,000	545	1,20,000	18,445	5,33,000
Reference Books	208	1,000.00	143	2,03,000	351	3,03,000
e-Books	-	-				
Journals	77	22,984	11	450	88	23,072
e-Journals	-	-				
Digital Database	-	-				
CD & Video	10	2-	12		15	
Others(specify)Local& National Newspapers	4	19	-		4	19.00

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	51	1	Yes	1	1	1	12	
Added	-	8	Wi -Fi	-	-	-	6	
Total	51	9	Yes	1	1	1	18	

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

All the administrative sections use computers; Access to internet is available both in academic and administrative divisions. Web Centre is created to look after the functions of the University Websites.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 19,250
ii) Campus Infrastructure and facilities	Rs.15,28,933
iii) Equipments	Rs.22,25,049
iv) Others	Rs.16,00,000
<b>Total :</b>	Rs. 53,72,232

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Anti-Ragging Cell, Career Counselling Cell, Grievance Redressal Cell, Women Cell, Green Audit Committee were established to support student progression. Their activities are monitored periodically by IQAC.

#### 5.2 Efforts made by the institution for tracking the progression

Individual departments, at the suggestion of the IQAC, try to keep of the progress of the students

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2016	-	05	

#### (b) No. of students outside the state

2

#### (c) No. of international students

Nil

Men	No	%	Women	No	%
	Nil	Nil		Nil	Nil

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
561	13	09	405	0	1813	720	06	04	1286	-	2016

Demand ratio  Dropout %

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

Coaching classes are conducted for students to appear for various competitive exams including TET, SSC, MPSC, etc.

No. of students beneficiaries

70

#### 5.5 No. of students qualified in these examinations

NET	<input type="text" value="NA"/>	SET/SLET	<input type="text" value="NA"/>	GATE	<input type="text" value="NA"/>	CAT	<input type="text" value="NA"/>
IAS/IPS etc	<input type="text" value="NA"/>	State PSC	<input type="text" value="NA"/>	UPSC	<input type="text" value="NA"/>	Others	<input type="text" value="NA"/>



### 5.6 Details of student counselling and career guidance

College Career Guidance Cell organizes periodically workshops to prepare the students for admission and job fairs. One of the objectives of this cell is to help the students who come from economically backward families with placement opportunities and also provide institutional support. We also provide them guidance as to how they can make use of these opportunities.

No. of students benefitted

No records

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NA	NA	NA	No records

### 5.8 Details of gender sensitization programmes

Woman grievance cell conduct four workshops every year

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount (Rs)
Financial support from institution	5	10,000
Financial support from government	1. State BPL Scholarship: 1	7,000
Financial support from other sources	1. ISSAN Udai .92	4,60,000
Number of students who received International/ National recognitions	0	0

### 5.11 Student organised / initiatives

Fairs: State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed \_\_\_\_\_

Grievance received regarding the condition of the girls' toilets , Students Union rooms, shingly the approach roads of class rooms, computer installation in the departments.

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

**Vision:** To be a leader in education by establishing global standard and world Class pro—active educationists.

**Mission:**

- To develop and create a unique College for quality college
- To impart a highly innovative and need based education to the students.
- To expand the horizon of knowledge through academic contribution with the help of qualified teachers and renowned associates.
- To serve the community by graduating students with standard and ethics to face competetions and challenges in the new era.
- To redefine the meaning and applications of quality education in respect to the needs of individuals, communities, corporation and government.

#### 6.2 Does the Institution has a management Information System

Yes, Thoubal College has properly managed the:

- Students Admissions data
- Students attendance register
- Student enrolment record
- Examination records

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

##### 6.3.1 Curriculum Development

For B.A/ B.SC courses, the Manipur University prepare the curriculum. However, for vocational courses, the college framed the syllabus in consultation with the subject experts.

##### 6.3.2 Teaching and Learning

Equipped with smart class rooms and seminar halls. Computers are available with internet facilities and Wi-Fi in the campus. The University has adopted a systematic process in designing and updating the curriculum keeping in view the national and societal needs.

##### 6.3.3 Examination and Evaluation

Examination and Evaluation are completely done by the University

#### 6.3.4 Research and Development

College improves facilities infrastructure to facilitate the research works. A Research Committee is promoting the teachers and this committee encourages faculty members to undertake UGC & other agencies sponsored Research Projects besides Ph.D works.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- ❖ To update facilities in the library room, renovation, electrification, computer fitting with internet facilities.
- ❖ ICT and infrastructure of the College has been developed
- ❖ At present the college is about to start the construction of a New Science Building.
- ❖ Each Honours department maintains and runs a library of its own.

#### 6.3.6 Human Resource Management

- Various leaves according to SR.
- Study leave for faculties perusing research programmes.
- Teachers are either in the Library or Computer room when there are no classes.

#### 6.3.7 Faculty and Staff recruitment

6 Guest Lecturers under UGC B.Voc Programme are appointed.

#### 6.3.8 Industry Interaction / Collaboration

- The college has an MoU with Biotech Consortium of India GOI, collaborated to undergo research works with University Science Center, Guwahati University
- Thoubal College has collaboration with industry partners like:
  - i) Babina Health Care & Hospitality Management, Manipur
  - ii) Raj Polytechnic Hospital, Imphal
  - iii) Thangjam Agro Industries Pvt. Ltd,
  - iv) Kangla Foods Products Pvt. Ltd.
  - v) Meira Foods, Imphal
  - vi) YVU Milk Producer Company Ltd.

#### 6.3.9 Admission of Students

Applications for admissions to B.A and B.Sc.courses are invited through advertisements in leading national newspapers as well as in the university website. Selection is made through Entrance Test/Qualifying Marks/Interview/Counselling in the College Multipurpose Hall and is monitored by the Admission Monitoring Committee constituted by the College under the Chairperson of Principal.

➤ 6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> <li>➤ Pay: Provision of salary on 1<sup>st</sup> of every month.</li> <li>-Staff Tour: A Teaching and non- teaching staff tour is sponsored by the college every year</li> <li>➤ Encourage the teachers to participate Workshops/ Trainings/ Seminars</li> </ul>
Non teaching	<ul style="list-style-type: none"> <li>➤ Pay: Provision of salary on 1<sup>st</sup> of every month.</li> <li>➤ Staff Tour: A Teaching and non- teaching staff tour is sponsored by the college every year</li> </ul>
Students	<ul style="list-style-type: none"> <li>➤ Introduced cash award of Rs 2,000 along with citation to the highest mark scorers of the college and Rs.5000 to the rank holders in the University Examinations.</li> <li>➤ Admission fees exemption to the Physically Handicapped</li> <li>➤ Financial assistance to external and internal excursions</li> </ul>

6.5 Total corpus fund generated

NA

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	Exam Committee
Administrative	Yes	AG Audit	Yes	Govt. of Manipur

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

Examination committee formed.

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

NA

6.11 Activities and support from the Alumni Association

Interaction with present students, sharing of knowledge, experience, suggestions, etc

#### 6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher meetings are conducting at the beginning of the Academic session. Their inputs are helpful in streamlining various student welfare activities.

#### 6.13 Development programmes for support staff

All the non-teaching staff of the college is provided Computer Awareness and Computer learning programmes.

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

The following are the eco-friendly initiatives taken by the College towards a Green and Sustainable Campus.

- Installation of n-computing to conserve/ preserve energy and to reduce e-waste
- Tree plantation drive
- Rain Water harvesting
- installation of solar lights

## Criterion – VII

### 7. Innovations and Best Practices

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

- Green Campus Activities (with main emphasis on Solar power production)
- Green audit was conducted

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

- The following actions have been established during this period such as:
- ❖ Establishment of Smart Classrooms with Video Conference facility
  - ❖ Proposal for renovation of Arts & Science Block with computer and WiFi connection
  - ❖ Modification of College Library book rag system with safety iron godrej

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

1. HODs Committee meets regularly and any problems discuss and solved
2. Powers and functions of the college are decentralised to the respective Committees

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

7.4 Contribution to environmental awareness / protection

Yes. The College has a policy to ensure Green and Clean Campus for which it conducts Green Audit of the campus from time to time.

- i) The University maintains an eco-friendly green campus.
- ii) The campus environment is pollution-free. Plastic free
- iii) Thoubal College maintains a unique Botanical garden with rare species of indigenous local plants

7.5 Whether environmental audit was conducted?

Yes

No

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

**Strength:**

- College has sufficient rooms, building, Labs for research facilities and land for further infrastructure.
- Enrolment rate of students increases

**Weakness:**

- Shortages of teaching and non-teaching staff, lack of fencing, limited modernized class rooms with ICT facilities; lack of modern library building, no placement Cell, not opening of Honours class in Comp, Sc

**Opportunities:**

- College is premier and in the heart of Thoubal Town, feather Sec. Schools are very close to the college.
- Opening of Vocational Courses provides employment opportunities
- Academic flexibility both in general education and vocational courses

**Threats:**

- Irregular attendance of students
- Without fencing of the college, both boys and girls hostels are unable to run
- Drop out of college before completion due to employments to the under grade posts.

**8. Plans of institution for next year**

- **Opening PG Courses in Statistics, Geography, Zoology**
- **Striving hard towards attaining the status of college with excellent**
- **Green Campus activities to be extended to the entire campus.**

*Dr. Kh. Jugindro Singh*

Name: Dr. Kh. Jugindro Singh

Signature of the Coordinator, IQAC

*O. Chaoba Devi*

Name: O. Chaoba Devi

Signature of the Chairperson, IQAC

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**Abbreviations:**

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

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