Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**THOUBAL COLLEGE**
Name of the head of the Institution	**Okram Chaoba Devi**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03848222555**
Mobile no.	**8414015297**
Registered Email	**thoubalcollege@yahoo.com**
Alternate Email	**thoubalcollege@gmail.com**
Address	**Thoubal Wangmataba, P.O. Thoubal, Thoubal District, Manipur - 795138**
City/Town	**Thoubal**
State/UT	**Manipur**
Pincode	**795138**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**DR. KHUNDRAKPAM JUGINDRO SINGH**
Phone no/Alternate Phone no.	**03848222555**
Mobile no.	**9862029608**
Registered Email	**drjugindrokh@gmail.com**
Alternate Email	**khjugindro1963@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://tblc.ac.in/naac-aqacssr/

4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website: Weblink :	https://tblc.ac.in/wp-content/uploads/2021/03/Academic-Calender-2017-scaled.jpg

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.07**	**2015**	**14-Sep-2015**	**13-Sep-2020**

6. Date of Establishment of IQAC

02-May-2013

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
Organised 2-Day UGC	**11-Jul-2017**	**112**

Sponsored National Seminar on topic Population & Sustainable Development Population and Sustainable Development	2	
Induction program for Ist Semester students	05-Jul-2017 16	210
Prepared the Class Routine after analysing the feed backs from stakeholders	01-Jun-2017 1	6
Prepared Academic Calendar -2017	26-Jun-2017 1	10
Organised 2- Day UGC Sponsored National Seminar on	16-Jul-2018 2	126
Conducted Academic Audit for each departments	22-Jun-2018 2	21
Three -day workshop on Needs of Information technology in Higher Education	08-Jun-2018 3	8
Prepared Questioner for Student Satisfaction Survey (SSS)	05-Jun-2018 3	8
Conducted Remedial Coaching classes for slow learners	01-May-2018 20	24
Two day seminar on Save Mother Earth	22-Apr-2018 2	100
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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
Thoubal College	Establishment of Institutional Biotech Hub	DBT	2018 5	437000
Thoubal College	Major Research Project	DST	2018 3	2667515
Thoubal College	B. Voc. Programme	UGC	2018 3	2351027
Thoubal College	Sports Development	UGC	2018 2	4000000
Thoubal College	Womens' Hostel	UGC	2018 2	1770751

Thoubal College	RUSA	MHRD	2018 2	9668940
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Arrange to conduct Induction programme for newly admitted students.

Advise the College Office to conduct Mid-Term Examination of the session 2017-2018 in time

IQAC coordinates to conduct one Seminar/ Conference by each Departments of the College during the academic Session

Encourages activity to conduct extra curriculum activities like hosting Inter College Tournaments, College Annual Sports etc.

Coordinates with the Research Committee of the College to obtain funds from various sources for Major and minor research by the faculty Members.

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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
To organise guiding to conduct or observe one Day on National or International observation	IQAC successfully monitor to conduct: 1. World Population Day on the 2nd week of July with seminar by Geography Dept. 2. Ozone Day on third week of September

	by the Chemistry Department 3. International Literacy Day in the second week of September organised by Education Dept. 4. UNO Day observed in the fourth week of October organised by Pol. Sc. And History Depts. 5. International Mother Language Day organised by Manipuri & English Depts. 6. Pi Day in the second week of March organised by Mathematics Dept. 7. National Statistics Day in the last of June organised by Statistics Dept.
Planned to conduct Students Induction Program	Successfully conducted Students Induction Program during the 2nd week of July on the themes know your department and know your department and the students support available during the course
Planned to publish the Annual College calendar on New year Day	Published and distributed to all Staffs and for students while they had in the even semester admission
View File	

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	2018
Date of Submission	26-Feb-2018
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. Explain in 500 words

The Thoubal College is affiliated to Manipur University, Canchipur and follows the curriculum and syllabi prescribed by the University. Manipur University provides Academic Calendar at the beginning of each academic year. The College publishes a detailed prospectus that provides all necessary information about the College, faculty, staff, courses offer, fee structure, library facilities, hostel accommodation, merit awards etc. so that students are empowered to make

informed choices. At the beginning of each academic session, the IQAC formulates the Academic Calendar of the college for timely implementation of the curriculum. The College starts with students counselling programmes to welcome the newly admitted students and to acquaint them the academic course and college activities, college rules are also briefed on the day. At the beginning of each semester, Time Table Committee of the college prepares a time-table after the discussion with Head of all the departments for successfully and timely implementation/completion of curriculum. Each department conducts departmental meetings where workload distribution among staff is prepared for the given timetable. Syllabus distribution among the faculty members of the departments are done in advance before the start of the semester classes, vis-a- vis the specialization and area of interest of the teachers. Teachers are allotted duties as per the unitization of syllabus of each department. Every month the head of the department informally discuss with the Principal about the progress of teaching and learning. Each teacher designs a lesson plan on his/her own for the units which are time bound and systematic. The teachers use different methods such as lecture, discussion, home assignment, project work to make the curriculum soak into the students. Relevant texts and references are facilitated to the teachers and students through college library, departmental libraries, e-resources, disseminated through reprographic techniques and other measures. Conventional mode of lecture using smart board, white board, marker, maps, diagrams, charts and demonstrations are used for classroom teaching besides adherence to electronic gadgets to simplify explanations through audio-visual aids i.e., ICT enabled lectures are ensured. Devices like digital projector, internet and e-library facility etc support the process. Subjects having practical component to the teaching-learning process, use well-equipped laboratories to conduct experiments. There is also provision for field visits, study tours and hands on training and industrial visits in some subjects as a part of experiential learning to make the students understand mo certain portions of the curriculum. Group discussions, projects works, class seminars, paper presentations, home assignments are also used and encouraged to make the teaching of the curriculum more effective. For making teaching-learning process more effective, the programmes like group discussions on topics relevant to the curriculum, personality development, sporting events, cultural and literal activities, quizzes, career counseling, environmental protection and its awareness are conducted. The college conducts unit test, home assignments and the pre-semester exam. The process is fruitful to improve the quality of teaching and learning process. The IQAC monitors the overall teaching and learning process by collecting the students' feedback regularly. Faculty members of the College are constantly encouraged to

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course in Fruit Preservation Technology under RUSA	Nil	04/07/2017	180	Entrepreneurship	Pickle making
Nil	Advance Diploma in Food Processing Engineering	02/09/2017	365	Entrepreneurship	Food Micro Biologist

	NSQF level 6				
Nil	Advance Diploma in Tourism Hospitality Management NSQF Level 6	02/09/2017	365	Focus on e mployability	House Keeping Supervisor

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Honours in Computer Science	30/06/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Physics (Elective course since 1982)	Nill
BSc	Chemistry (Elective course Elective course Elective course since 1982)	Nill
BSc	Botany (Elective course since 1982)	Nill
BSc	Zoology (Elective course since 1982)	Nill
BSc	Mathematics (Elective course since 1982)	Nill
BSc	: Geology (Elective Subjects Elective Subjects since 1982)	Nill
BSc	Computer Science	Nill
BA	English (Elective course since 1982)	Nill
BA	Manipuri (Elective course since 1982)	Nill
BA	Geography (Elective course since 1982)	Nill
BA	History (Elective course since 1982)	Nill
BA	Economics (Elective course since 1982)	Nill
BA	Education (Elective course since 1982)	Nill
BA	Political Science (Elective course since 1982)	Nill

BA	Mathematics (Elective course since 1982)	Nill
BA	Philosophy (Elective course since 1982)	Nill
BVoc	Tourism & Hospitality Management	04/07/2017
BVoc	Food preservation and Technology	02/09/2017

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

	Certificate	Diploma Course
Number of Students	30	Nil

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
B.Voc Course1: Food Processing Engineering	04/07/2017	25
B.Voc Course 2: Tourism Hospitality Management	02/09/2017	25
NCC	Nill	75
NSS	Nill	300
	View File	

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Statistics	4
BSc	Botany	45
BSc	Zoology	56
BA	Geography	28
BSc	Geology	8
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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	Yes
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
The College prepared feedback every year after a minute discussion in the joint meeting of the IQAC, Stakeholders and Alumni members. The models of the

feedbacks are framed as suggested by the stakeholders, alumni members and parents are prepared by IQAC frames question based upon NAAC guidelines and makes requisite number of copies and distributs among the final year students, teachers, stakeholders, parents and alumni. Parents Feedbacks were collected during Teacher-Parents meeting, from alumni on annual alumni meet and from teachers on the end of session. Regarding students feedback, each student is made to understand the meaning of the question and then is asked to asses properly assessment. Feedback analysis : The completed feedback questions are collected from students, compiled and analysed by the coordinator, IQAC. The analysis is placed in the meeting of IQAC meeting for further study for the welfare of the students, suggestions made by stakeholders, alumni members parents and teachers of the college. In the teacher-parents meeting, feedback sometimes is taken verbally and some parents submitted in written in the prescribe format. The IQAC after thorough analysis presents the report to the Principal for necessary action taken. The general suggestions about the college is summarized by the Heads of the department and submitted in the IQAC office. The IQAC coordinator categorizes the various areas viz. College cleanliness, canteen facility, hostel facility, cordiality of staff in college, placement activities etc. The suggestions given by the students are discussed in the meeting of the Internal Management Committee and actions to be taken are drafted. The recommendations are then forwarded to the Principal and discussed it in the College Development Committee. Action Taken Report: The suggestions received through the feedbacks submitted are promptly communicated to the members of various Board of Studies and committees of the college. Regarding Syllabus and curriculum of the students, since the college is affiliating to the university, it is to follow the syllabus framed by the university. However, some teachers are participating the preparation of syllabus invited by the University, some suggestions are introduced in the newly framed syllabus. The workload of Teachers imposed on the first semester was minimised and time table (Class Routine) for late classes for odd semesters are made one period earlier on the consecutive days. Proportionality between the course and the time table was properly managed.

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	Students Enrolled
BA	Economics	40	18	12
BA	Education	50	25	23
BA	Pol. Sc.	75	85	72
BA	Geography	50	55	49
BA	History	50	7	3
BA	Manipuri	50	11	5
BA	English	50	45	39
BSc	Mathematics	25	17	13
BSc	Statistics	20	11	4
BSc	Geology	20	10	5
BSc	Zoology	65	75	61
BSc	Botany	35	40	34
BSc	Chemistry	25	20	10

BSc	Physics	35	40	34

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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	Number of teachers teaching both UG and PG courses
2017	1482	Nill	72	Nill	72

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-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-resources and techniques used
72	38	9	7	2	6

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 words)

After admissions are over, induction Program is conducted • To help new students adjust and feel comfortable in the new environment, inculcate in them the ethos and culture of the institution, help them build bonds with other students and faculty members, and expose them to a sense of larger purpose and self exploration and familiarization among themselves. • To help fresh students understand the challenges and opportunities present in the Institute and develop a smooth transition to campus life. • Faculty members are encourage to make contact with students who are interested in their areas of Departmental picnics are held for some subjects and general touring program in order to guide the students in destination visits. • Departmental seminars and extension talk programs are conducted under the supervision of faculty by using power points, to mentor students. • Personal counselling is the main role played by Faculty Mentor (FM). • FM shall certainly meet students of their batches in the first meeting and discuss general matters and make them at ease. • Subsequently, they shall meet students after the 1st and 2nd semester examinations and discuss their performance and comfort level The college also published annually magazine and giving a chance to edit and print the ideas of the students. Dean of students grievance cell are also appointed from the faculty who can monitor students whenever their needed. The college also appointed one teacher who can guide students to access to different scholarships. Regular meetings are organized to guide them in their academic as well as personal difficulties.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1482	71	1:21

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 faculty with Ph.D
76	71	5	12	25

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, 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 or recognized bodies
2017	Nill	Nill	Nill

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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 of semester-end/ year- end examination
BSc	Chemistry(CHM)	6 sem	24/05/2018	30/08/2018
BSc	Physics(PHY)	6 sem	24/05/2018	30/08/2018
BSc	Botany(BOT)	6 sem	24/05/2018	30/08/2018
BSc	Zoology(ZOO)	6 sem	24/05/2018	30/08/2018
BSc	Geology(GEL)	6 sem	24/05/2018	30/08/2018
BSc	Statistics (STA)	6 sem	24/05/2018	30/08/2018
BSc	Mathematics (MAT)	6 sem	24/05/2018	30/08/2018
BSc	Computer Sc.(CSC)	6 sem	24/05/2018	30/08/2018
BA	English (ESL)	6 sem	25/05/2018	28/08/2018
BA	Manipuri (MAN)	6 sem	25/05/2018	28/08/2018

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

After getting the students in the new academic session, the College has framed significant reforms in Continuation Internal Evaluation System at the institution level to evaluate their respective subjects by way of holding mid-term Examinations, projecst, Departmental seminars, group discussion and similar assessment is conducted to improve the academic performance of students. As the Academic performance evaluation is an essential element of teaching and learning process the institution follows Continuous Internal Evaluation (CIE) System to assess all Evaluation Process for the students. Students are made aware of the evaluation process during the Induction Program, prior to the commencement of their course. Academic Calendar with tentative mid-term Exam dates will be given to the students at the beginning of every academic year. The institution conducts one internal examination follow the question models of the previous examinations conducted the University Examinations. The absentee students in the Mid-Term examinations, another schedule of examination are organized only for absentee candidates. Progress report of the students are thoroughly discuss during the Parents-Teacher meting conducted. Evaluated answer scripts are personally examined by the students for getting more alert in the University examination and kept in the departments concerned. The parents will also be made aware of the performance of their

wards. whenever, if there is necessary, the tutor shall recommend the visit of the parent to the college for a discussion about the Remedial Classes conducted for the slow learners, absentees and the students who participate in Sports, NSS activities and Placement Interviews.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words) According to the exam schedule of the Manipur University (affiliated university), the college adjusts the academic calendar for the college mid-term examination and adds on courses. The academic calendar of the college is prepared well in advance of next academic session and displayed on notice board and also uploaded on college website for reference of the students, parents and staffs. It carries approximate schedules regarding admission process, teaching learning process, examination, evaluation, co-curricular activities of cultural department, sports Department, prize distribution function, extra-curricular activities of N.S.S., N.C.C. and college events to be organized and dates of holidays. The college follows its academic calendar for conducting mid-term examinations. In a true sense, Continuous Internal Evaluation (CIE) of the students is made by conducting unit test, tutorials, home assignments, are included in the academic calendar and they are implemented at the end of the semester. Some of the activities are intentionally organized for students to assess and upgrade their subject knowledge such as the group discussion, students seminar presentation on relevant topics as a part of Continuous Internal Evaluation (CIE) CIE. The examination committee of the college displays the time-table for college mid-term and evaluation procedure in the notice board well in advance. The departments prepare their own teaching plans in their meetings keeping in mind the schedule of college mid-term and evaluation process as in the academic calendar of the college as well as the additional tests. Only, the students who are absent for the college mid-term examination on valid grounds are allowed at a later date. The students seminar presentation and open book exams is conducted separately by the respective departments. As it is already mentioned field visit, study tours, industrial visit and project work is mandatory for some of the courses which help the student to sharpen their understanding of the topic. These are flexibly managed in the academic calendar. Some of the skills development courses like B. Voc course in Tourism and Hospitality Management, Yoga and Nature Cure, Food Processing and Engineering and Diploma Course in Food Preservation Technology are conducted and evaluated by third parties such as Classic Hotel, Imphal, Raj Medicity, North AOC, Thangjam Agro Industries, Imphal etc. This is also a part of CIE to realize the students their classroom syllabus.

2.6 – Student Performance and Learning Outcomes

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

https://tblc.ac.in/wp-content/uploads/2021/03/Programme-merged-1.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	Pass Percentage
BSc 6 Sem	BSc	Honors	161	128	78.2%
BA 6 Sem	BA	Honors	203	199	98.02%

2.7 – Student Satisfaction Survey

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

 https://tblc.ac.in/wp-content/uploads/2021/03/STUDENTS-SATISFECTION-SURVEY-SSS.pdf

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 organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	1825	DBT	26.5	4.37
Students Research Projects (Other than compulsory by the University)	1095	DST	43.07	26.67
Minor Projects	365	ICSSR	4	0.8
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
0	0	01/07/2017

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	01/07/2017	0
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	01/07/2017
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded

0	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	3	8
International	Geography	6	5
International	Education	1	0
International	Political Science	1	0
International	Physics	4	0
International	History	2	0
International	Statistics	4	0
International	Botany	4	0
International	Geology	2	0

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

Department	Number of Publication
Education	4
Pol. Science	2
Geography	7
History	5
Zoology	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in 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 of citations excluding self citation
0	0	0	2017	0	0	Nill

View File

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
Zero waiting time to conception in human reproduction: failure of survival	Dr. N. Sharat Singh	International Journal of Engineering, Science and Mathematics	2018	232002	Nill	Thoubal College

models and determinants by logistic regression models.,			

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	68	31	35

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community 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
National Voters day on theme empowering Young and Future Events(25th Jan 2018)	NYK, Thoubal	5	52
Special Camping Programmes Unit-ll 18th-24th Sept., 2018	NSS Unit - 2	2	50
Special Camping Programmes Unit-I (20th to 26th April, 2018)	NSS Unit - 1	2	50
Tree Plantation Programme on Van Mahotsav- 2017 (7th Jul 2017)	NSS Unit-I, II and Lion Club Thoubal	40	65
Blood Donation on 23 April,2017	NSS with NYK	10	20
Launched of Swachch Bharat Mission with a number of activities in the College	NSS Unit-I II	65	130
International Day of Yoga at college (21st Jun, 2018)	NSS and NCC	40	360
Participated in the International Mela in Sangai	Tourism Deptt, of Manipur	3	5

| One Day Free Health Camp | Lions Club Thoubal and NSS units of Thoubal College | 18 | 45 |

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	Nill

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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 activites	Number of students participated in such activites
Awareness on Future Voters day on theme	NYK, Thoubal , Thoubal District Election Office	Extension talk on Empowering Young and Future Voters25 -Jan-2018	16	160
Flood Relief Scheme	TCTA, Thoubal	Distribution of Foods drinking Water to the flood relief camps at Thoubal Leishangthem	56	18
National Youth Parliament Scheme	NSS units of Thoubal College	Screening of Volunteers for Participating to youth Parliament in New Delhi from Volunteers of 4-Districts	65	150
Conservation of Forests	Forest Department, Manipur	1. Talk programme and Speech Competition among the students on Forest Conservation 2. Painting Competition on Forest Conservation	12	50

Swachha Bharat Mission	IQAC	Social Service around the College and at Khongjom War Memorial Complex (20th to 26th April, 2018)	65	120

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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	Duration
0	0	0	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of 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	Participant
0	0	0	01/07/2017	30/06/2018	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Kangla Food Industries Pvt Ltd, nambol, Bishnupur	25/06/2018	Visit to the food processing Units	20
Thangjam Agro Industries Ltd. Chingmeirong, lmphal	18/12/2017	permission of the students of B.Voc. in Food Processing Engineering for training, as per curriculum of B.Voc. Degree	12
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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

5.08	2.01

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Campus Area	Newly Added
Class rooms	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar Halls	Newly Added
Others	Existing

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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 patially)	Version	Year of automation
Library Information System	Partially	2.3	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	19466	618333	560	8080	20026	626413
Journals	10	2000	3	600	13	2600
CD & Video	20	1600	8	500	28	2100
Reference Books	208	10000	5	3400	213	13400

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under 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 launching e-content
0	0	0	09/08/2017

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	59	2	100	1	0	5	18	100	0
Added	14	2	0	0	0	3	3	0	0
Total	73	4	100	1	0	8	21	100	0

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

100 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 and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
40	3600000	340	17339814

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

The College is a premier educational institution in the District. The college has been upgrading its infrastructure during the last five years by new buildings and equipments. There is construction committee and this committee looks after for any type of requirements for maintenance and upkeep of infrastructure and equipments and also making proposal for construction of new structures. For the purchase of equipments, the respective departments give proposals for purchase through the Head of Departments to the Principal and the minute discussion with the purchase committee, the principal give orders to the Farms through the Department of University and Higher Education, Government of Manipur. The infrastructural amenities are timely upgraded and properly maintained. There is a Planning Committee constituted solely for this purpose. To meet the quality standards and needs, the IQAC as well as the College Council makes proposals for infrastructure development to the Planning Committee chaired by the Principal. New infrastructure is created and existing upgraded to enhance academic standards and increase efficiency for the welfare of the students. The institution has the following electricity gape up installations to provide the power of the institution. 1. transformer a capacity of 200 KV, 2. Power generator-10 KV (For General Administration) 3. power generator- 10 KV (For Institutional Bio Technology Hub) 4. Solar power-generates the offices of administrative section. The appointed electricians regularly check the voltage and power supply. The service of an electrician and a plumber is made available in the campus. CLASS ROOMS The old congested and straggling classrooms are modernized with RCC and some classrooms are fitted with Smart boards and LCD projectors. The college has 30 classrooms. Maintenance of the classrooms including furniture, doors, windows and routine cleaning are conducted. COMPUTER The maintenance of computer hardware and

software of the institute is carried out by third party experts through annual maintenance contracts (AMCs). Computers used in the institution are properly serviced and re-used after repair for the proper functioning of academic and non-academic purposes. Altogether, the institution has 73 computers excluding used in the departments. LABORATORY In general, before the starting of the new academic sessions, the Heads of various departments are informed by the principal to give a report on the working status of the equipment used in their departments. The equipments/ instruments are repaired by professionals and if necessary, replaced and kept ready for use before the commencement of the new academic session. Some of the members of the staff and laboratory assistants make the maintenance of the equipment in their laboratory and skilled technicians from outsides have serviced the major defective equipments. Purchase Committee calls for quotations of the needy materials for the lab. Annual stock verification of chemicals and glassware are done promptly. A stock register is maintained in all departments to record all the laboratory equipments. SPORTS FACILITIES The department of physical education monitors the maintenance of sports equipments and service of sports facilities at least once a year. Professionals instructors are hired for special sports training and field maintenance.

https://tblc.ac.in/wp-content/uploads/2021/05/4.4.2-Procedures-and-policies.pdf

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	Amount in Rupees
Financial Support from institution	Incentive Awards to the Rank Holders and Highest Mark Scorer of Th College to Th M.U Examination 2017	14	37000
Financial Support from Other Sources			
a) National	OBC ,MOBC and ISHAN UDAY	375	11164800
b)International	NA	Nill	0
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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 Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga Training	11/06/2017	40	Yoga Training Programme conducted in collaboration with SDM College of Naturopathic Yoga Sciences, Ujare, Karnataka sponsored by Central Council of Research in Yoga Naturopathy, Ministry of Ayush, Government of

				India.
Remedial Coaching for slow learners	01/05/2018	24		College

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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 passedin the comp. exam	Number of studentsp placed
2017	NA	Nill	Nill	Nill	Nill

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	1

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Thangjam Agro industries Pvt Ltd.	20	5	Likla Enterprise, Imphal	11	9

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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	1	B.Sc	Zoology	Manipur University	M.Sc Zoology
2017	1	B.A	Geography	Manipur Univ	M.A .Yoga
2017	1	B.A	Geography	DMU	M.A.Geography
2017	1	B.A	Geography	Manipur Univ	M.A. Geography
2017	1	B.SC	Statistics	Manipur Univ	M.Sc,Statistics
2017	3	B.SC	Geology	Manipur Univ	M.Sc Geology

2017	1	B.SC	Geology	Bundelkhand Univ.	M.Sc Geol
2017	1	B.SC	Physics	Manipur Univ	M.Sc,Physics
2018	3	B.SC	chemistry	Manipur University	M.Sc,Chemistry
2018	3	B.SC	Physics	Manipur University	M.Sc,Physics

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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
NET	Nill

No file uploaded.

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

Activity	Level	Number of Participants
Kabaddi (M) 26-28 Oct,2017 (Gold)	state	12
Kabaddi (W) 26-28 Oct,2017 (Gold)	state	11
Archery (Team) (Gold Medal)	National	5
Archery men, Individual, Indian) Arcery (M) All India Team Winner(Gold	National	3

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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Gold	National	2	Nill	192808	Th. Heller Singh
2017	Gold	National	1	Nill	Nill	L. Priyobarta Singh
2017	Gold	National	1	Nill	193080	L. Millan Singh

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

The Student council in the college started since 1964-65 academic session and has been a representative structure through which students can be involved in the affairs of the college, working in partnership with the staff for the benefit of the institution and students. The college union is responsible for conducting various events like Foundation Day, fresher's day Annual sports meet, and so on. Another key duty is editing and publishing the annual college magazine. The chairperson of the college union is an integral part of IQAC committee, thus solidifying student's involvement. The Anti Ragging and grievance Cell has representatives of freshers and seniors to ensure cooperation and to abolish ragging in the college altogether. It is through the students' active involvement that the academic calendar is formulated along with the students representatives. The Thoubal College Students Union/representatives for the session 2017-2018 was constituted in the month of October 30th, 2017, after a formal election with friendly contested. The new admission is over, students elect their own representatives through secret ballot on the date when the order issued by the Directorate of University Higher Education, Government of Manipur. Election is conducted with following the university and Government statute. Once election is over, elected representatives elect or select their office bearers. Principal is ex-officio president of the Students Union. The General Secretary of the students union is invited in several committees as members like Governing Body for the welfare of the students in the College. The college Students Union of Thoubal college was elected on October 30th, 2017. The following students were elected as the office bearers of the College for the academic session 2017-2018. Chairperson : O. Chaoba Devi Vice Chairperson : Dr. S. Lokhol Singh General Secretary : Ak. Romesh Singh Finance Secretary : N. Hemanta Singh Magazine Secretary : N. Hemanta Singh Social Culture Secy : Priyandi Waikhom Games Sports Secy. : S. Somokanta Meitei Boys Common Room Secy. : A. Bidyashwor Singh Girls Common Room Secy. : M. Mamta Chanu

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Regd. No 7 of 2015-16 under Manipur Societies Registration Act-1989

5.4.2 – No. of enrolled Alumni:

63

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

50000

5.4.4 – Meetings/activities organized by Alumni Association :

Thoubal College has an active Alumni Association, which strives to promote an enduring relationship between old students and their teachers. It is a registered body. It facilitates and nurtures lasting friendships through annual meetings. It initiates steps to recognize the outstanding achievements, sponsor scholarships for deserving students, supports college authorities for the development of the college and organizes programmes of benefit to the students enrolled in the institution. Usually alumni are invited in meetings to exchange opinions and views on the infrastructure and learning resources. Their suggestions and views are given due importance. Moreover, in several programmes organized by the college, they are invited and they remain present in those programmes. Feedback from the Alumni is a key factor to paving the way for welfare of the College and in this contribution, alumni and institution has been continuing their good relation.

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)

Thoubal College, Thoubal has vision and mission, which are futuristic in nature. The Institution, under the supervision of the principal and supporting staffs believes in promoting a culture of delegation of powers through strategic policies headed by HoDs in the College. The Principal of Institute is assisted by HODs, Administrative Head and various cells/committees appointed by principal is the decision-making process of the Institute. College Principal is the head of the Institution faculty and staffs are assigned with the roles and responsibility to work in a harmonious environment with complete transparency. Deployment of the quality policy in the college is done by providing requisite academic infrastructure, learning environment and harmonious work culture after minute discussion of the meetings of teaching and non-teaching staffs. Student's surveys and feedback from all the stakeholders, teachers and parents plays vital role in framing and revising policies. Internal Quality Assurance cell (IQAC) formulates perspective plan taking into consideration inputs from all stakeholders. IQAC has a well-developed process to ensure quality benchmarks of academic and administrative activities in the College. The Institute maintained the culture of retention of Faculty and hence has an edge of senior and dedicated Faculty for realizing its Vision. The Institution policy believes involvement of all staff in decision making and implementing the decentralized decision policy. To streamline the same, various committees at Institute level are formed which look after academic and administrative activities, which lead to the realisation of vision and mission of the Institute. For decentralisation of power and function for smoothly administering the college for the welfare and development of the college, Principals have different committees to suggest him/her. Likewise, Heads of the Departments have been delegated the powers by the Principal to smoothly run the Department. The Building Committee comprising with members from faculty, architects, engineers, contractors and office staff to construct the building transparent and pertaining quality maintain. For decentralized the power and function of the College, there are 20 committees/Cells chaired and headed by principal of the College. 1. Admission Committee 2. Examination Committee 3. IQAC Committee 4. Research committee 5. Planning Committee 6. Publication Committee 7. Sports committee 8. Grievance Cell 9. Anti-Ragging Cell 10. Women Cell 11. Green Audit Committee 12. Election Committee 13. Annual Magazine publication Committee 14. Purchase Committee 15. Foundation Day Celebration Committee 16. Cultural Committee 17. Construction Committee for Women Hostel-UGC 18. Construction Committee for Fitness-UGC 19. Infrastructure Construction Committee (RUSA) 20. Committee of Annual Debating Competition The college has three NSS Units, comprising of 300 volunteers. Out of these three units, one for 100 women volunteers and two hundred men volunteers. There are one NCC cell enrolled 50 cadets. Participative managements of the College function and events are under the supervision of the concerned officers of NSS, NCC, Secretaries of Students Union, Thoubal College and teachers in charge.

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 in 100 words each):

Strategy Type	Details
Curriculum Development	As the Affiliating University framed

	the syllabus, collage teachers have a little chance fully to orient the curriculum development. Teachers were participated in syllabus restricting when the University invites. Two teachers were participated in BoS and Academic Council of Manipur University.
Teaching and Learning	Traditional Role - Teacher Centered • Modern Role - Facilitator (Student Centered) Traditional Role - Teacher Centered • Modern Role - Facilitator (Student Centered) Remedial classes conducted by the teachers provided help to slow learners. Special coaching classes are conducted to the advance learners. The college awarded incentive cash prize donated by donors to the highest mark scorer in the University final examinations. Experiential learning through field visits were regularly conducted for some practical involved subjects and annual excursion-internal/external for general students.
Examination and Evaluation	All year round evaluation through midterm examinations, student seminars/ Power Point presentations keeps the students in touch with their subject. It also enhances and helps students grow in confidence for University examinations. Results of internal examinations are published through whatsApp/online and college notice Board. After the internal examinations are over, Parent-Teacher meetings are conducted and discussed for students who have low attendance, slow learners and those who have not performed well in college. After every examination, the answer scripts were valued and the corrections were personally explained to each student for more improvement.
Research and Development	The college has a Research Committee, constituted eight members from different departments. Faculty members are inspired in various meetings to pursue research, publish papers, initiate for MRPs, paper presentation in seminars and conferences, attendance in seminars and inspired the faculty members for their research enrichment. The UGC sponsored B.Voc Courses on Food Processing and engineering and Department of Tourism and Hospitality Management are the job-oriented courses This course, because of its employability value, has been continued as an add-on course initiative by the

	college. For research and Development, the College conducted institutional and national level Seminars, workshops etc. Six teachers got research guide ship. Teachers presented and published national and International papers rather than attended institutional, state and international level conference, seminars and workshops.
Library, ICT and Physical Infrastructure / Instrumentation	The college has sufficient textbooks for Arts and science subjects, journals, reference books, magazines, national and local newspapers including employment news. Xerox machines, computers and internet facilities through wi -fi students can communicate knowledge related to library. Books in the Library are partially automated with the software to LIS with 2.3 version in 2013.
Industry Interaction / Collaboration	Industry interaction/collaboration and campus placement etc.

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

E-governace area	Details
Planning and Development	The institution is facilitated with campus area of 15 acres and sufficient buildings, planning to be a modern degree College and opened P.G. courses in some subjects.
Administration	The college have a WhatsApp group and Information related to the college is communicated sent via email or SMS and college notice board.
Finance and Accounts	The College has a transparency for collection and deposit of enrolment fees from students. All type of fees, admission and Examination, deposits to Manipur University are done through NEFT that reduce the cash payment transaction. The College conducts regular audits towards accuracy in financial transaction. The accounts section maintains the Book of accounts properly which helps in auditing procedure. Preparation of pay bills management is available for salary dispersal among staff and faculty through computerise to the Treasury and transactions are done by employees and account payable.
Student Admission and Support	Admission to B.A/B.Sc courses offered by the College is manual and enrolments are sending to the University for Registration in case in case of First

	Semester.
Examination	The College is affiliated to the Manipur University and the University fixes all Examination schedules. The University provides Admit Cards, Questions and all relevant materials to the College in time. The college has an Examination Committee that ensures smoothly to conduct of examinations.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership 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	Amount of support
2018	L. Ibethoi Devi, Assoc Prof Statistics Department	International Conference on Theory and Applications of Statistics Information Sciences(TASIS-2018)5-7 January,2018	Thoubal College	10000
2018	Dr. Md. Abdul latif, Assoc Prof, Statistics Departmenr	International Conference on Theory and Applications of Statistics Information Sciences(TASIS-2018)5-7 January,2018	Thoubal College	10000
2018	Dr. N. Sharat Singh, Assoc Prof Department of Statistics	International Conference on Theory and Applications of Statistics Information Sciences(TASIS-2018)5-7 January,2018	Thoubal College	1000
2017	Dr. S. Bidyaswor Singh Asst. Prof. Depart of Physics	5th International Conference on New Frontires of Engeenering Science Management Humanities	Thoubal College	10000
2017	Dr. S. Bidyaswor Singh Asst. Prof.	5th International Conference on	Thoubal College	10000

Year					
	Depart of Physics	New Frontires of Engeenering Science Management Humanities			
2017	N. Sushilal Devi Asst. Prof, Depart of Physics	5th International Conference on New Frontires of Engeenering Science Management Humanities	Thoubal College		10000
2017	Dr. N. Sharat Singh, Assoc Prof Department of Statistics	IISP 38th International International Conference on Population health Issues	Thoubal College		10000
2017	Dr. Ak. Ashakumar Singh, Asst Prof, department of Comp. Sc	One-Day hands on Training on PFMS Conducted by UGC, New Delhi	Thoubal College		20000
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6.3.2 – Number of professional development / administrative training programmes organized by the College 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)
2017	A One-Day workshop on Cyber Crime	Cyber Crime	27/10/2017	Nill	67	4
2018	Awareness cum Outreach Programme on Basic Tools and Techniques in Biotech nology	Basic Tools and Techniques in Biotech nology	21/07/2018	22/07/2018	64	4
2018	One week Basic Computer training	Computer training Programe for	16/05/2018	22/12/2018	44	3

Programe for teaching and non-Teaching	**teaching and non-Teaching**		

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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	Duration
Orientation Course	**1**	**28/03/2017**	**27/12/2018**	**31**
Refresher Course	**6**	**24/03/2017**	**27/04/2017**	**27**

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	**Nill**	**Nill**	**Nill**

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• General Provident Fund • Medical and Maternity Leave • Scheme of Pensions • NPS	**General Provident Fund • Medical and Maternity Leave • Medical policy • Pension schemes**	**• Scholarships for OBC, MOBC, SC/ST,ISHAN UDAY,NEC and meritorious cash prize awarded by the donors**

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution has established mechanism for conducting internal and external audits for every financial year to ensure financial compliance in the institution. The internal audits are carried out by the IQAC whenever the institution has required. External Audits: An external auditor appointed by the parent trust executes the statutory audit. Statutory financial audit is conducted in two sessions, one in the month of October/November for the period of April to September and second in the month of April /May for the period of October to March. Finalization of the account is completed in June/July and duly signed by the Principal, and chartered accountant. No major objections are found in the audit by the statutory auditors and minor audit suggestions are compiled with as per procedure.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
a) Individual: b) Donors:	**74000**	**a) Lease one hectare of paddy field in the campus b) Sale of Fish from the**

water harvesting pond c) Funds contributed by donors for meritorious awards d) NSS (two units @ Rs. 44,500 in a year)

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6.4.3 – Total corpus fund generated
40000

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	Yes	AG, Manipur	Yes	IQAC
Administrative	Yes	AG, Manipur	Yes	IQAC

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

1. Parents-Teachers meeting 2. Feedback Collection 3. Annual meet on 8th August

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

1. Conduct classes and departmental seminar 2. Sent to attend orientation, refresher courses, conferences, seminars etc., 3. Outing programe for sightseeing once in a year

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

1. ICT facilities have augmented for teaching learning 2. Dropout rates of students in the College is narrowed 3. Increase more computers for Computer Sc. Honours to make accessible the students

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

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	Number of participants
2018	Two day seminar on Save Mother Earth	22/04/2018	22/04/2018	23/04/2018	100
2018	Conducted Remedial Coaching classes for slow learners	01/05/2018	01/05/2018	20/05/2018	24
2018	Prepared Questioner	05/06/2018	05/06/2018	07/06/2018	8

2018	Three -day workshop on Needs of Information technology in Higher Education	08/06/2018	08/06/2018	10/06/2018	8
2018	Conducted Academic Audit for each departments	22/06/2018	22/06/2018	23/06/2018	21
2017	Prepared Academic Calendar -2017	25/06/2017	25/06/2017	Nill	10
2017	Prepared Academic Calendar -2017	01/06/2017	01/06/2017	Nill	16
2017	Prepared and analysed students Parents/alumni/ Teachers feedback at the end of the session	10/10/2017	10/10/2017	20/10/2017	14
2017	A One-Day workshop on Cyber Crime	24/10/2017	Nill	Nill	83
2017	Induction Programme	05/07/2017	05/07/2017	15/07/2017	210
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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 during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Workshop on Gender Equity and Social Development	20/07/2017	20/07/2017	63	34
International mother language Day	21/02/2018	21/02/2018	60	27

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

Percentage of power requirement of the University met by the renewable energy sources
1. For energy conservation all traditional tungsten bulbs are replaced with CFL bulbs and steps to convert them to convert into LED bulbs. 2. Use of renewable energy, 1 KWP Solar Photovoltaic Power Plant installed on the rooftop of the main college building in association with Manipur Renewable Energy Development Agency (MANIREDA)Manipur West is presently being used for the outdoor lighting of our campus under the supervision of the Principal to meet the ever increasing demand of electricity in the college. 3. Rain Harvesting-Rain water from the college building is collected from the roofs of the college and stock into the college pond. 4. Plan for Solar powered to the main office of the Principa and Examination cell of the college.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Provision for lift	No	Nill
Braille Software/facilities	No	Nill
Special skill development for differently abled students	Yes	1

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	Number of participating students and staff
Nill	Nill	Nill	25/06/2018	1	Ozone Day	Drug and HIV campaign	104
2017	Nill	1	11/07/2017	2	World Population Day	Sustainable development for the ever increasing population	112
2017	Nill	1	16/09/2017	1	Ozone Day	Sharing the Idea of save earth	94
2017	Nill	1	18/09/2017	1	Literacy Day	Awareness to the students on the theme- im	92

| 2018 | Nill | 1 | 02/02/2018 | 1 | International mother Language Day | Improve the mother language | 86 |
| 2018 | Nill | 1 | 28/01/2018 | 1 | National Science Day | Up gradation the knowledge of Science to the students | 100 |

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

Title	Date of publication	Follow up(max 100 words)
Code of conduct	04/07/2017	Code of conduct, Thoubal e college, Thoubal uploaded at college website.ie. https://tblc.ac.in/naac-aqacssr/

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
A One-Day workshop on Cyber Crime	24/10/2017	24/10/2017	112
English/Manipuri : International mother Language Day	21/02/2018	21/02/2018	86
Physics- National Science Day	28/02/2018	28/02/2018	70
Voluntary Blood Donation Camp	23/04/2018	23/04/2018	10

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

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five) (i) Restricted entry of automobiles (ii) Pedestrian -friendly pathways (iii) Ban on the use of plastics (iv) Landscaping with trees and plants (v) Discussions on Green Campus Initiatives (vi) Circulars of Green Campus Initiatives (vii) Tree plantations (viii) NSS, NCC, and College Teaching and non-teaching staff organise tree plantation drive regularly. (ix) Department of Botany and College staff maintain Botanical Garden. (x) Regular Cleaning of Campus by NSS,NCC, Staff Teachers Solid Waste Management (xi)

Plastic-Free Campus (xii) Green Landscaping With Trees And Plants (xiii) Solar Energy Conservation (xiv) Rain Water Harvesting System (xv) Tobacco Free Zone

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Describe at least two institutional Best Practices: Title of Practice: (1) Increase in the use of ICT in academic and administration Goal: (a) To enhance competencies in teaching, learning and research. (b) Improvement in teaching and learning using web based infrastructure such as Google Apps for Education. (C)To increase effective communication. The Context: (a) The students of the college are coming from various socio-economic backgrounds with little or no access to Information Communication technology (ICT) for learning. The use of ICT by the college has positive impact on learning experience and helps to develop aptitude from descriptive to analytical and from academic to practical, thus enabling the students themselves to decide their future goals. The Practice (a) Every department of the college has been provided laptops/desktops and LCD projectors for conducting power point presentations in lecture, practical sessions and seminars. (b) College website is developed for presenting activities of college related to academics, administration, research and student support services (c) Use of Google Apps in Geography department in teaching of GIS mapping (d) Use of Google Apps for filling up forms for scholarship, etc., (e) Library makes use of advance technologies to access online reference databases to Teachers and students have direct access to INFLIBNET facility of UGC (f) Digital classrooms: In digital classroom Mi board is installed which enables to teach interactive sessions including audio-video, drawing objects, recording lectures. The college has installed five digital classrooms. (g) Wi-Fi connectivity on college campus ICT in Sciences: (a) Most of the advanced instruments in laboratories are aided with Computer, Mathematics and Statistics laboratories are equipped with advanced software such as Algorithm software, Problem solving software, Modeling and simulation software Evidence of Success Lectures: (a) Teachers are using ICT facility for preparation and presentation of lectures, ICT facility is provided for guest lectures, Lecture notes, references, information is exchanged between teachers and students using ICT , Course completion is speeded up. Practical sessions: (a) The ICT facility is used for demonstration of practical sessions Problems Encountered: (a) Technical Problems : Antivirus up-gradation, Need of high speed internet, Need of orientation of staff for using ICT, Need of more ICT facilities (2) Title of Practice: Green Campus Initiative Goal: (a) To increase environmental awareness among staffs and students of the college and also among population in the vicinity of the college. (b) To minimize the environmental pollution in and around college campus. (c) To use renewable energy resource particularly solar energy (d) To study and maintain biodiversity of campus. (e) To support and implement Swach Bharat Aabhiyan. The Context: (a) Clean environment is the basic necessity for human being for health and efficiency. Mostly limited availability of public transport compelled increased use of personal vehicles which is one of the reasons to increase pollution in and around campus. Water is a scarce natural resource hence needs to be used rationally. Solar energy can be the potential replacement for conventional electricity. The Practice: (a) The Green Campus Initiative practices are as follows: Green Audit : (a) The Botany department led by Dr. H. Manoranjan Sharma, Associate Prof. is conducting Green Audit of the plants in the College campus and the report is submitted to the college authorities. Key findings : (a) A total of 80 tree, species, 9 palms,1 bamboo, 52 Herbs, Shrubs and Climbers of and 81 flora were observed in the college Campus. Nameplates on trees: (a) Trees are an integral part of human life. To create awareness, botanical name, common name, plant family and significance of these plants/trees in the campus have been labeled Use of Renewable Energy: (a) Two

solar panels with 1 KW capacity have been installed at roof top. Using these solar panels the offices of the principal and examination cell are run. Semi-micro analysis in Chemistry: The Department of Chemistry is practicing semi micro technique in Analytical Chemistry Practical. Evidence of Success: (a) Electricity failure will not affect the availability of light during the period of power cut by MSPDCL due to solar system installation. Especially Principal's office and Exam. Cell get the benefit. Problems Encountered (a) These activities have been initiated based on the available funds and could be further enhanced upon receiving funding for the same.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://tblc.ac.in/naac-aqacssr/

7.3 – Institutional Distinctiveness

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

Quality Education: Thoubal College, Thoubal established on 8th August, 1963 as night shift , opening only the Pre-University(1 Year course with ten subjects in Art Stream. The motto of the college is Learning Today For A Better Tomorrow. Being a co-education college, the college takes all possible efforts to integrate cross-cutting issues into the Curriculum. The college makes it a point to cultivate awareness and sensitize the students to these issues through various forums. The college also believes that integrating cross cutting issues with the curriculum would create positive effect on the students both in terms of their education and in terms of societal commitment. Each teacher designs a lesson plan on his/her own for the units, which are time bound and systematic. The teachers use different methods such as lecture, discussion, home assignment to make the curriculum soak into the students. Relevant texts and references are facilitated to the teachers and students through college library, departmental libraries, e-resources. Conventional mode of lecture using smart board, white board, marker, maps, diagrams, charts and demonstrations are used for classroom teaching besides adherence to electronic gadgets to simplify explanations through audio-visual aids i.e., ICT enabled lectures are ensured. Devices like digital projector, internet and e-library facility etc support the process. Subjects having practical component to the teaching-learning process, use well-equipped laboratories to conduct experiments. The academic calendar of the college is prepared well in advance of next academic session and displayed on notice board and also uploaded on college website for reference of the students, parents and staffs. It carries approximate schedules regarding admission process, teaching learning process, examination, evaluation, co-curricular activities of cultural department, sports Department, prize distribution function, extra-curricular activities of N.S.S., N.C.C. and college events to be organized and dates of holidays. The college follows its academic calendar for conducting mid-term examinations. In a true sense, Continuous Internal Evaluation (CIE) of the students is made by conducting unit test, tutorials, home assignments, open book exam are included in the academic calendar and they are implemented at the end of the semester. Some of the activities are intentionally organized for students to assess and upgrade their subject knowledge such as the group discussion, students seminar presentation on relevant topics as a part of CIE. There is regular presentation of seminars by students in the college. In this connection, the various departments of the college hold seminars and workshop on a regular basis every session. Students of the college are also made to present papers related to their subject.Syllabus based debates, quiz, and group discussions are conducted regularly. Interactive Sessions, Group study, Group discussions etc, are conducted to encourage learning. Adequate support is provided for the average

and below average students to scale academic heights. In each academic session, participative learning, problem solving methodologies and enhancing learning experiences of the students are also developed through their active participation in extra-curricular activities conducted by the college. Excursions of students according to the requirements of the students of each department are carried

Provide the weblink of the institution
https://tblc.ac.in/naac-aqacssr/

8.Future Plans of Actions for Next Academic Year

THOUBAL COLLEGE, THOUBAL INTERNAL QUALITY ASSURANCE CELL FUTURE PLANS OF THE INSTITUTION FOR THE YEAR 2018-2019 ? Clean Green Campus ? Organized National Seminars/workshops ? Published college wall calendar indication important days, holidays, college weeks etc ? Green Audit to be done by external expert team. ? Awareness program on Entrepreneurship for Students ? Organization of more Seminars/Workshops on Use of ICT in Quality Teaching- Learning, Research Methodology Environment ? More ICT enabled class-rooms ? Biometric Attendance System for Faculty Staff. ? External Academic Audit by University ? Workshop for students on skill development Programme ? Observation of National @ International important days