Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**KROS COLLEGE**
Name of the head of the Institution	**Dr. Kekhrielhoulie Yhome**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03702221259**
Mobile no.	**8794866467**
Registered Email	**kroscollege@gmail.com**
Alternate Email	**hinocaassumi@gmail.com**
Address	**KROS College, Leirie**
City/Town	**Kohima**
State/UT	**Nagaland**
Pincode	**797001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Ms.Viseno Kechu**
Phone no/Alternate Phone no.	**03702221259**
Mobile no.	**8794716191**
Registered Email	**vsn_k9@yahoo.co.in**
Alternate Email	**kroscollege@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.kroscollegekohima.co.in/wp-content/uploads/2019/09/AQAR-2017-2018.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.kroscollegekohima.co.in/calender/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.22**	**2017**	**30-Aug-2017**	**30-Aug-2022**

6. Date of Establishment of IQAC	**11-Jan-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
Academic Administrative Audit	**18-Jul-2017** **01**	**21**

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
Department of Higher Education	Grant in Aid	Government of Nagaland	2018 01	160000
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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 :	**5**
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)

Providing of free sanitary pads to students during college routine hours

Campus Pharmacy for Hostels, Staffs and Community

E Waste Management

Free Water Distribution to the community

Purchase of Library Books

[View File](#)

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
Library Upgradation	Introduction of KOHA (software) and addition of new books to each Departments.
Environment Awareness	Workshop on Solid Waste Management (SWM). Distribution of Pamphlets on "Save Water". NSS project on Reduce and Reuse of Plastic.
Entrepreneurship	Training on Basket Making and Recycling of Waste Paper
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
IQAC	19-Aug-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	29-Aug-2017
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	05-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	A management information system (MIS) serves as the backbone in ensuring that there is transparency at all level of planning and development irrespective of any sector that comes within the purview on the management. This allows greater autonomy in the planning processes across the academic term with both frontend and backend operation in sync in accomplishing the laid out goals and objective set for a particular academic term. The MIS has eased the admission process in admitting new students as well as providing support service to the students. It has cut down the time in

defining courses and the eligibility criteria of the students as well as in the allotment of seats against a particular course as applied for by the students. It also provides a clearer picture to the students in better understanding the course structure before they make the decision in applying for a particular course on offer. The MIS ensures a greater transparency in the outflow and inflow of funds with every transaction being accounted for. It ensures proper planning and management of financial resources though the control, monitoring and forecasting of cash flow to make daily decisions with regard to operations within the institute. The MIS has effectively automated and streamlined examination planning and execution and has simplified the planning and management of an examination process. It enables the monitoring of the progress made by each and every student through the database available of their performances and ensures that interventive actions are being taken by the faculties in elevating the performance of well performing students as well as taking corrective measures to arrest the slide of the non performing students. The MIS allows the management in having a greater overview to monitor the minutest of details that comes within the administrative powers of the management. It has resulted in a faster mechanism that provides immediate solutions and decision making in resolving issues that persist or may crop up during a particular academic term.

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 College effectively follows the curriculum design prescribed by Nagaland University. The IQAC which designs its internal planning for proper functioning puts up its action plans to the Principal. This is discussed with the HoDs of every Department. The HoDs then discuss the design Departmentally. Finally the Principal, IQAC team and all, the HoDs chalk out the academic curriculum for the current year. All events relating to the curriculum are documented by the IQAC, HoDs and the ministerial staff. Documentation include Newspaper clipping

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
NOT APPLICABLE	NOT APPLICABLE	25/12/2018	0	NOT APPLICABLE	NOT APPLICABLE

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PG Diploma	NOT APPLICABLE	16/08/2019
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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
BA	Environmetal Studies	01/06/2018
BCom	Environmetal Studies	01/06/2018

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

	Certificate	Diploma Course
Number of Students	0	0

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
Computer Hardware	01/06/2018	17
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Environmental Studies	35
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

A feedback mechanism has been formulated whereby there is immediate redressal to all the issues that may arise through the feedback mechanism exercise. A cell comprising a member each from the faculty, students, Alumni, support staff, PTA and management is in place to take remedial measure whenever there is periodical feedback exercise being taken. During this exercise, questionnaires pertaining to each subject matter is formulate that covers even the minutest of details which may have direct impact on the subjects and whereby enough room is given for each respondent to appraise the standards and the progress being made by the institution. These feedbacks are then analysed and segregated based on the priority on which each subject needs to be addressed and appraised upon to find a solution to address to the problems and also to find ways to improve upon the best practices.

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		202	202	202
BCom		3	3	3
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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
2018	205	0	20	0	0

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
20	20	5	5	1	1
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

A mentormentee program is in place with an information system database to support and monitor the progress being made by each and every student of the institution. Each mentor is assigned a particular set of mentees at the beginning of each term to assess, support and counsel them to continually perform at the standards that the institute expects from each of its students. The information system database provides the much needed support to the mentors to keep a track of their subjects' academic records and performances and supports the former in continually monitoring and evaluating the progress of their mentees through the term. The mentors are given the full authority to intervene and take corrective steps and actions to address their mentees' weaknesses and struggles as well as giving enough impetus in pushing the well performing students to even higher standards.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
205	20	1:10

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
20	20	0	20	2

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
2018	Mr. Kelühol Tase	Assistant Professor	Ph.D
2019	Ms. Keviyabeinuo	Assistant Professor	M.Phil
2019	Ms. Limakumla Imsong	Assistant Professor	UGC NET
2019	Ms. Sentisangla Lemtur	Assistant Professor	UGC NET
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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
BA	UG	SEMESTER	28/02/2019	07/06/2019
BCom	UG	SEMESTER	28/02/2019	07/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college is affiliated to Nagaland university and thus, adhere to its examination system where 70 marks are assigned for external examination and 30 marks for internal examination. The college on its part has assignments, projects, paper presentations, debates, oral tests among others, for the internal 30 marks, so that every semester is meaningfully utilized for nurturing students towards the all round development. The college is strict in time management as per University/Institutional academic Designs. Therefore, ensuring timely examination, evaluation, submission and declaration of all Internal/ External evaluation helps effective implementation of the evaluation reforms of the university and those initiated by the institution.

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

The Nagaland University has introduced the Semester system where70 marks are assigned for external examination and 30 marks for internal examination. The

college on its part has assignments, projects, paper presentations, debates, oral tests among others, for the internal 30 marks. The students are assigned projects, paper presentations, debates, oral tests among others, for the internal 30 marks. The college functions strictly according to the given norms and academic calendar of the University thereby, ensuring timely examination, evaluation, submission and declaration of all Internal/ External evaluation and helping in effective implementation of the evaluation reforms of the university and those initiated by the institution.

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)

http://www.kroscollege.co.in/category/departments

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
UG	BA		49	46	93.87
UG	BCom		3	2	66.66
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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)

http://www.kroscollegekohima.co.in/wp-content/uploads/2019/10/Parents-Feedback-Form.docx

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)	0	NOT APPLICABLE	0	0
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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
Patent Infringement	Research Cell	05/09/2018

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
Elocution	Ms. Katoli Yepthomi	Don Bosco College Kohima	29/05/2019	Inter College Level
Extempore	Ms. Ngaugiayile	Vigilance Commission	06/09/2019	District Level

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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
1	BASKET MAKING	KROS COLLEGE	BASKET MAKING	SELF EMPLOYMENT	28/02/2019

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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
NOT APPLICABLE	0

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)
National	Sociology	1	0
National	Political Science	1	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
NOT APPLICABLE	0

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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
NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE	2019	0	NOT APPLICABLE	0

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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
NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE	2019	0	0	NOT APPLICABLE

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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	0	2	3	1
Presented papers	0	0	2	3
Resource persons	0	0	0	0
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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
World Environment Day	Kohima Village Students Union	3	50
Community service	NSS Unit	3	150
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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
100 days challenge Award for best EcoActivity	First Prize	Kohima Smart City Development Ltd.	170
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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
Swachh Bharat	Kohima Municipal Council	Swacchta Pakhwada	10	60
Aids Awareness	NSACS	North East United Against HIV/AIDS	3	15
Aids Awareness	NSACS	Live Life Positively, Know your HIV Status	15	65
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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

| FACULTY EXCHANGE | 6 | KROS COLLEGE | 2 |

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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
NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE	06/10/2019	06/10/2019	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
Hulladek Recycling Pvt. Ltd. Kolkata	24/06/2019	E Waste Management	160

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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
500000	110000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Newly Added
Class rooms	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
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

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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
KOHA	Partially	2.2.9	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	1204	694210	46	16100	1250	710310
Reference Books	399	275310	30	22800	429	298110
e-Books	102	0	0	0	102	0
Journals	27	42780	0	0	27	42780
e-Journals	2	0	0	0	2	0
Digital Database	2400	0	0	0	2400	0
CD & Video	50	0	0	0	50	0
Others(specify)	430	67900	0	0	430	67900

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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
NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE	06/10/2019

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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	26	0	6	5	16	2	3	20	4
Added	4	0	0	0	0	6	1	6	0
Total	30	0	6	5	16	8	4	26	4

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

26 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
NOT APPLICABLE	NOT APPLICABLE

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
2519500	2519500	3100000	3413926

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 institute ensures that the best facilities are provided to our students for the all round development in academics as well as in extracurricular activities. Likewise procedures and policies are in place whereby every student is given sufficient and mandatory credit hours in a term to fulfill the institute's commitment that each and every student utilizes these facilities to ensure value addition in their educational work process. Quarterly audit and assessment of these facilities are carried out to ensure that the highest standards are consistently maintained and also these facilities are utilized to their optimum potential and to improve upon on the existing facilities continuously.

http://www.kroscollegekohima.co.in

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	0	0	0
Financial Support from Other Sources			
a) National	0	0	0
b)International	0	0	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
Personal Counselling	12/10/2018	203	KROS College
Yoga	23/01/2019	203	Loli Yoga Centre
Remedial Coaching	15/04/2019	78	KROS 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

| 2019 | NOT APPLICABLE | 0 | 0 | 0 | 0 |

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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
0	0	0

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
NOT APPLICABLE	0	0	NOT APPLICABLE	0	0

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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
2019	2	BA	Sociology	Nagaland University,Pune University,NEISW,NEHU	M.A
2019	3	BA	English	Nagaland University,Pune University,NEISW,NEHU	M.A
2019	1	BA	Education	Nagaland University,Pune University,NEISW,NEHU	M.A
2019	1	BA	History	Nagaland University,Pune University,NEISW,NEHU	M.A
2019	2	BA	Political Science	Nagaland University,Pune University,NEISW,NEHU	M.A
2019	1	BA	Economics	Nagaland University,Pune University,NEISW,NEHU	M.A
2019	1	BCOM	Commerce	Nagaland University,Pune University,N	M.Com

				EISW,NEHU	

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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
Any Other	**0**

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year		
Activity	Level	Number of Participants
Inter Collegiate Gospel Beat Contest	**State Level**	**500**
College Week	**Institutional Level**	**203**

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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
2019	**NOT APPLICABLE**	**National**	**0**	**0**	**0**	**0**

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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 Students are represented by the College Students Council with seven sub categories to take charge and provide students representation to the various activities of the College. Students are also part of the IQAC committees where their representation is required. Remedial coaching is provided to with the feedbacks from the class representatives. The College editorial board comprises of at least 03 students so that their innovative ideas are highlighted in the yearly magazine. The college Annual Sports week is managed by the Students Council with the council Advisor as the convenor. NSS activities and Yoga are two independent activities which are organised by the students council.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

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73

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

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7300

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5.4.4 – Meetings/activities organized by Alumni Association :

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Career guidance and Meritorious award

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CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institute has set about the decentralization of its processes so that there is participative management by all its stakeholders with each individual being given equal responsibility to contribute towards the growth and progress of the institute. Two best practices in the last year are as follows: 1. At the beginning of every term a number of committees are formed with each committee given the autonomy and the responsibility to take decisions that otherwise lay completely in the hands of the management. It is these committees that takes various decisions about measures to implement the best practices that will add value to the institute. The decisions or measures taken by these committees are then assessed upon and in most cases approved by the management towards their implementation, thus resulting in the removal of hurdles or delays that otherwise existed with centralized authority solely at the hands of the management. 2. With the institute constantly propagating the need of spreading social awareness on relevant issues that affects our society, an ecosystem of collaborations between faculties, students and PTA has been formulated whereby various activities and campaign in raising awareness on such social issues has been undertaken within the institute as well as in areas of interest and it is heartening to see the positive impact that such an exercise has had over the terms. This has demonstrated participative management at its best by all stakeholders involved and it has also given a huge impetus in what we as an institute intend to do in contributing towards the growth and progress of our society at large.

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

Yes

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	Adding further academic supplements beyond prescribed curriculum to build capacity and increase the all round intellectual thought process and awareness of our students. Course development that is quantitative in nature to enable practicality, creativity and clarity in the education work processes. Case studies to understand the relevancy of the curriculum with real and relevant issues and topics. Addition of external and relevant study materials to supplement the existing curriculum.
Teaching and Learning	Innovative teaching methods with audio and visual aids. Smart Classrooms to integrate Information and Technology in the education systems. Special tutorial and remedial classes to cover topic that further supplement and add value to the existing curriculum. Field

	trips, educational tours, onsite training to complement the existing curriculum Presentations, reports and academic papers to enable further clarity in the learning process. Group discussions and interactions of relevant topics and issues that relates to the curriculum being taught.
Examination and Evaluation	Unit tests Presentations of various topics in the curriculum Written assignments Project Reports Group discussions Case Studies Midterm evaluation Exams Semester Exams
Research and Development	Adequate funds allocated annually for research. Presentation and publication of academic papers in various journals Integration of classroom learning to research modules to create a research oriented environment. Training and workshops in report writing, collection of data, conducting surveys, data analysis, scholastic writing skills, etc. Students are given assignments in various topics that are research oriented with an intention to inculcate a scholastic mindset for future involvement in research studies.
Library, ICT and Physical Infrastructure / Instrumentation	Periodic update of library with books, journals, papers, educational software to keep up to date with the latest in academic infrastructure. Conversion of classrooms in to 'Smart Classrooms' with the latest audio/video visual aids and Information and Communication technology tools. Regular update and purchase of Information and Communication Technology tools and equipments.
Human Resource Management	A well laid out framework with regard to human resource management is in place with a well defined hierarchy and service rules. Professionally managed with well laid out recruitment, selection and induction process of faculties as well as nonteaching staffs. Provisions made for guest faculties, trainers and instructors to assist on need basis. For student issues and grievances, a student council is in place to represent the student body to bring to the notice such issues and to find a solution in consultation with the management
Industry Interaction / Collaboration	Partnership with social and governmental organization that hosts our students regularly to acquaint them

	with their activities that corresponds to the subject matter being taught in the curriculum. Jobs Fair conducted in campus by reputed organizations to identify potential students for post studies employment. Interaction and workshops by professionals in various fields to enable and create awareness in our students to indentifying their true interests, potential and expertise. Summer training of our students with partner organizations.
Admission of Students	Advertisement for new admissions in local dailies. Screening based on the applicant student's academic records. Personal interview for selected students. Selection based on performance in interview and allocation of seats based on the number of seats proposed per course. Reservation for students of economically backward communities and People with Disabilities (PwD).

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

E-governace area	Details
Planning and Development	A management information system (MIS) serves as the backbone in ensuring that there is transparency at all level of planning and development irrespective of any sector that comes within the purview on the management. This allows greater autonomy in the planning processes across the academic term with both frontend and backend operation in sync in accomplishing the laid out goals and objective set for a particular academic term.
Finance and Accounts	The MIS ensures a greater transparency in the outflow and inflow of funds with every transaction being accounted for. It ensures proper planning and management of financial resources though the control, monitoring and forecasting of cash flow to make daily decisions with regard to operations within the institute.
Student Admission and Support	The MIS has eased the admission process in admitting new students as well as providing support service to the students. It has cut down the time in defining courses and the eligibility criteria of the students as well as in the allotment of seats against a particular course as applied for by the students. It also provides a clearer

	picture to the students in better understanding the course structure before they make the decision in applying for a particular course on offer.
Administration	The MIS allows the management in having a greater overview to monitor the minutest of details that comes within the administrative powers of the management. It has resulted in a faster mechanism that provides immediate solutions and decision making in resolving issues that persist or may crop up during a particular academic term.
Examination	The MIS has effectively automated and streamlined examination planning and execution and has simplified the planning and management of an examination process. It enables the monitoring of the progress made by each and every student through the database available of their performances and ensures that interventive actions are being taken by the faculties in elevating the performance of well performing students as well as taking corrective measures to arrest the slide of the non performing students.

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
2019	1. K HINOCA ASSUMI 2. CHUBATOSHI 3. BONNIE LASUH	THREE DAY TRAINING OF TEACHERS FOR STUDENT INDUCTION UGC	NOT APPLICABLE	20000
	View File			

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)
2018	Mental Stress in	Mental Stress in	05/12/2018	05/12/2018	18	15

	your workplace	your workplace				
2019	Profession alism in workplace	Profession alism in workplace	19/03/2019	19/03/2019	18	9

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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
Training of Teachers for Student Induction, UGC	5	08/08/2019	10/08/2019	03

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
20	20	21	21

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Annual increment, free electricity and water, freeships to the children of the faculty, Provident funds	Annual increment, free electricity and water, freeships to the children of the faculty, free medical checkups. Mutual Trust Fund	Freeships to the economically poor

6.4 – Financial Management and Resource Mobilization

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

The institute conducts internal financial audit quarterly and external financial audit at the end of every financial year. External financial audit are outsourced to professional chartered accountants who audit our books of accounts and provide a statement of inflows and outflow as well as the detailed financial status of the institute of the financial year that has lapsed.

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
NOT APPLICABLE	0	NOT APPLICABLE

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6.4.3 – Total corpus fund generated

9500000

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	Directorate of Higher Education	Yes	BOM
Administrative	Yes	Directorate of Higher Education	Yes	BOM

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

PTA Meeting, Support during college community programmes outside campus, support in free tutorials to the children of the community from inside campus

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

Mutual Trust Fund, Freeships to the children of staffs studying in the institution, free tutorials to in campus childrens of the staff.

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

Provident funds and Pension schemes Free Living quarters for accommodation Concessions in remitting the payment of fees for their children.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
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	State Level Seminar	15/11/2018	15/11/2018	15/11/2018	55
2019	MoU for Ewaste	24/06/2019	24/06/2019	24/06/2019	234
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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
Women empowerment	04/02/2019	05/02/2019	31	33
Understanding Women	17/08/2019	17/08/2019	3	17

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
20

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	0
Ramp/Rails	Yes	1
Braille Software/facilities	No	0
Rest Rooms	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
2018	1	1	02/10/2018	11	Swachh Bharat	Personal Hygiene	130
2019	1	1	05/06/2019	1	World environment day	Preserving nature	225
2019	1	1	31/05/2019	1	World No Tobacco Day	Health Hazards	60

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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)
Service Conduct Rules	01/05/2018	Every employee is briefed upon during the first Academic day of the year.
College Prospectus	01/05/2018	Orientation of new students on the first day of college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Cultural Day	23/09/2019	23/09/2019	234
Retreat for students only	31/08/2019	31/08/2019	203

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

1. Plantation of Local Vegetations in the campus 2. Reusing of Sports equipments. 3.Maintaining the Colleges mini Tea garden. 4. Installation of traditional CheckDams. 5. Maintaining the NSS initiated Botanical garden.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. The Colleges continuous goal to provide every individual with a strong and equal footing and to build a strong foundation for future successes. The commitment of College has enabled her to take initiatives to reach out and play a valued and constructive role in our community by extending our assistance through freeships to students from economically poor backgrounds, freeships to students with Disabilities as well as having a Disabled friendly campus, all towards creating an environment of inclusion and acceptance where every individual has an unhindered path in attaining quality education to ameliorate their potential and competencies. 2. The College has introduced various SELFFINANCED Skill Development Programmes for its students and the community through SELFSUSTAINING resources by its Teaching and NonTeaching Staffs, so that every individual is provided with an opportunity to identify and explore their skills set for self sustenance. The College has its linkages with Academy of Music and Sound engineering Schools.

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

7.3 – Institutional Distinctiveness

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

The College reorganises its Academic calendar yearly with its vision and mission. Being the youngest in the State it has to compete and try to fit into all the activities and requirements of UGC. The College strives hard to fulfil its vision by introducing various personality development programmes for its teaching and non teaching staffs and also for the Students. The College stresses on mentor mentee training programmes. To make Teaching Learning more conducive through information technology to both mentor mentee, the College introduced Mobile phones learning technique. This has interested the students to learn more on their subject matter. To develop students towards self reliance and greater productivity, life skill trainings and entrepreneurial skills are imparted once every week. The college also stresses highly on extension services towards community by involving its students and staffs during combined community programmes. The NSS unit of the College adopts a village and on equal intervals conducts programmes on personal hygiene, on sociocultural values, on technological advancements, women empowerment and on climate change.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1. To introduce a Hearse Vehicle by collaborating with Red Cross Society. 2. To introduce employability skills development programmes to its unemployed Alumni. 3. To introduce Geography as a subject in the Academic routine 202021. 4. To introduce ALS in its academic curriculum from 2020. 4. To increase the intake capacity of students. 5. To acquire permanent Affiliation from the parent University.