

S. Kula Women's College, Nambol
Internal Quality Assurance Report

ACTION TAKEN REPORT 2019-20

(Based on Minutes of IQAC Meetings)

Sl. No.	IQAC Meeting No./Date	Agenda/Topic Discussed	Action Taken
1	8 th June 2019	Review of activities conducted in the college during 2018-19 academic session	A brief report of the activities undertaken by the IQAC in the was presented by the Coordinator. It was regretted that the SSR report couldn't be prepared on time; members pledged to make efforts to make sure to do the needful for the 2 nd cycle of NAAC assessment during the current session.
		Academic Calendar for academic year 2019-20	Academic Calendar for 2019-20 session was finalised; Classes for the new session commenced from 2 nd July 2019
		Free ship for students for the academic session 2019-20	The following free ship provisions have been made for newly enrolled students for the current academic session. <ol style="list-style-type: none"> i. Free ship will be provided to the position holders upto 20 Positions at the Higher Secondary Examinations. ii. Free ship will be provided to the Sport Persons who bagged 1st to 3rd Positions or medals at the National or International Level. iii. Free ship will be provided to the disabled persons who have more than 70% and above. iv. Tuition Fee will be exempted to the students who have scored 80% and above. v. Half Tuition Fee will be provided to the students who have scored 70% and above but below 80%.
		Workshops/Seminars	A 6-Day workshop on Plant Molecular Taxonomy was organised from 15th-20th July 2019 by DBT- Biotech Hub of the college.

		Discussion on Stride-a new Scheme to promote quality research by Students and teachers of HEI	A one-day National Workshop on Research Schemes and Avenues: UGC-STRIDE (Scheme for Transdisciplinary Research for India's Developing Economy) was organised on 6 th of August 2019 at the Conference Hall. It was organised by IQAC to throw light on the newly launched UGC Research scheme STRIDE. Faculty members interested in submitting project proposals were informed about the process and to do so before 30 th September 2019.												
		Co-curricular Activities	Observances: <table border="1"> <thead> <tr> <th>Activity</th> <th>Organised by</th> <th>Venue</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>World Environmental Day Observation</td> <td>NSS Unit-I and NSS Unit-II</td> <td>S. Kula women's College</td> <td>5th June, 2019</td> </tr> <tr> <td>5th International Day of Yoga Day Observation</td> <td>NSS Unit-I and NSS Unit-II</td> <td>Multipurpose Hall, S. Kula Women's College</td> <td>21st June 2019</td> </tr> </tbody> </table>	Activity	Organised by	Venue	Date	World Environmental Day Observation	NSS Unit-I and NSS Unit-II	S. Kula women's College	5 th June, 2019	5th International Day of Yoga Day Observation	NSS Unit-I and NSS Unit-II	Multipurpose Hall, S. Kula Women's College	21st June 2019
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2	7 th September 2019	Student Induction programme	Student Induction Programme was organised for the newly admitted students from 9 th to 11 th September 2019.												
		Workshops/Seminars	i. A 2-Day International Conference on 42nd Akhil bhartiya Nagri Lipi Samelan was held at S. Kula Women's College. The programme was organised under the aegis of Nagri Lipi Parishad, New Delhi and Nagri Lipi Parishad Manipur Shaka and S. Kula Women's College. The Hon'ble Minister of Education, Govt. Of Manipur Shri Th. Radheshyam graced the function as Chief Guest of the inaugural function. He said that "Hindi is not just the national language of India but the language of one India. Hindi Scholars namely Kh. Nabakumar Singh of Rasstrabhasha Shikshan Sansthan, Ningthoukhong; Dr. Suresh Chand Shukla, Norway; Dr. Sudarshan Dhungana, Nepal, Dr. Manita Neupane, Nepal; Dr. Leena Mahendale, Maharashtra and Thingujam Shyamkishore Singh, Manipur were honoured for their contributions in the field of uplifting and popularising the Hindi Language. The Staff and students participated the conference.												

			<ul style="list-style-type: none"> ii. The Department of Physics, SKWC with the HoD Dr A. Joy Singh as Program Convenor organised a CSIR Sponsored National Seminar on "Emerging Trends in Nanomaterials and Nanocomposites (NSETNN-2019) from 11th to 13th of October 2019. The seminar provided an interdisciplinary forum for exchange of the recent advancements in ideas, concepts and techniques in nanoscience, nanotechnology and their applications in society. iii. DBT- Biotech Hub organised a 6-Day workshop on Mushroom Cultivation Techniques from 14th-19th October 2019. iv. DBT- Biotech Hub organised a 5-Day workshop Basics of Plant breeding Techniques from 26th -30th November 2019.
	Swachchta Hi Seva campaign		Swachchta Hi Seva Campaign (under Swachch Bharat Mission) was organised by NSS Units of the college jointly with ECO CLUB Bishnupur District on the 29 th -30 th September 2019. NSS programme officers and volunteers carried out Social Service activities and cleanliness drives inside the campus and the surrounding areas of the college jointly with member participants of the ECO club.
3	14 th Decem ber, 2019	Research proposals under UGC-STRIDE C1	<p>Research Project Proposal for STRIDE C 1 (3-year duration) was approved by UGC vide letter No. F.2-32/2019 (STRIDE-1) dated 03.12.2019. A total of 49 lakhs have been approved out of which first instalments (Rs. 24,50,000/- recurring grant and Rs. 2,00,000/- non-recurring grant) were sanctioned for year 2019-20 in January 2020. To promote transdisciplinary research amongst students, application from students for Dissertation Grants under the UGC Scheme were invited. Further, applications were also called for short-term interdisciplinary research proposals from faculty members. The project coordinators and co-coordinators are entrusted to do the needful as regards screening and approval of the proposals through the Human Resource and Research Innovation Centre of the college.</p>

Workshops/Seminars /Training programmes	Activity	Organised by	Date
	5-Day workshop Basics of Plant breeding Techniques	DBT Biotech Hub, SKWC	26 th -30 th November 2019
	6-Day workshop on Basic Techniques of Biotechnology & Bioinformatics	DBT Biotech Hub, SKWC	16 th -21 th December 2019
	One-day Training cum Workshop on Basic Human Rights sponsored by National Human Rights Commission	Human Rights Study Centre, SKWC	4th January 2020
	2-Day UGC Sponsored National Workshop on "I am Generation Equality: Realising Women's Rights"	Women's Studies Centre, SKWC	7th-8th March 2020
Swachchta Pakhwada campaign	The Swachhata Pakhwada Campaign was celebrated by the NSS Units and teachers of the college as directed by the University Grants Commission, vide letter No. D.O. No. 14-5/2016(CPP-II) dated 3rd January 2020 as well as Directorate of Higher Education, Government of Manipur. The Programme was started from 16 January and ended with prized distribution to different winners of competition on various events by 31 January 2020. However, all the programmes couldn't be conducted due to the ongoing 3rd semester examination till 24 January 2020.		
Fit India Campaign	In the Month of February, the Fit India campaign was initiated and continued through the month of March. Several activities were observed during the campaign which was organised by the Fitness Club, SKWC and NSS units I and II, like No Junk Food Day, Non-motorable Day, Special Walking Day, Special Yoga and Meditation Sessions, games and sports activities. A free Health Check-up Camp was also organised in collaboration with the medical team of PHC, Nambol on the 26 th of Feb 2020 as part of the campaign. Covid Awareness programmes were conducted as well as hand sanitizers made in the Biotechnology dept of the college were distributed to the residents of the adopted Village Kongkhampat.		
4 4 th April 2020	Starting of Online classes		
	Owing to Nationwide lockdown to combat the Covid pandemic and the college premises being used as a Quarantine Centre the academic calendar could not be adhered to and classes were disrupted. Faculty members took initiatives to conduct classes virtually via online platforms like Zoom, WebEx etc. during this lockdown so that the syllabi are		

			completed on time. HODs were entrusted to coordinate with faculty members of his/her respective departments to form WhatsApp groups separately of each class/semester for communicating with students. Video/audio recordings were provided for students so that they are available offline as some students were not be able attend online classes. Lectures notes were also provided to student provided via WhatsApp, emails etc. Students were encouraged to use the e-library facilities.
		Covid-related activities	<p>Activities conducted during the pandemic:</p> <ol style="list-style-type: none"> i. Covid- 19 Help Group was formed under the supervision of teachers-in-charge to engage in community service while maintaining SOP to neighbouring areas of the college which are struggling during the Lockdown. Student volunteers of the group bravely carried out Social Extension Service like distribution of Mask and spreading awareness about pandemic at the surrounding area of Nambol Bazar on 16 May 2020. ii. An Online Virtual Quiz on COVID-19 and Vulnerability was organized by the Mental Health and Counseling Unit, of the S. Kula Women's College, Nambol and sponsored by STRIDE-C1, SKWC. iii. An Online essay competition on COVID -19 and its academic Impact was organised on 26 April 2020 Mental Health and Counseling Unit of the college and sponsored by STRIDE-C1, SKWC. iv. An Online Yoga Competition held on 21 June 2020 to mark the observance of 6th International Day of Yoga 2020. It is organised under the aegis of Fitness Club of the college.
		Dissertation Grant for UG students under UGC Stride C1	Under UGC STRIDE, applications for Dissertation grant (Students Short term Research projects) were invited from final (6 th) semester students. Out of the applicants 8 students from both Arts and Sciences streams were screened and then selected by the research committee (Ref No. SKW/33/1-2019/STRIDE-RE dated 8 th July 2020). Total grant sanctioned to each student is Rs. 50,000/- which is released in two instalments.
5	14 th July, 2020	Faculty Development Programme	<p>A 2-week Faculty Development Programme on "Enhance Capacity Building: Post -COVID Strategy" was successfully organised from 15th to 30th July 2020 by IQAC and Human Resource and Resource Innovation Centre under UGC STRIDE C1 with the following Objectives:</p> <ul style="list-style-type: none"> • To enhance capacity building of all the faculty members of SKWC to incorporate online mode of teaching and learning process in post COVID scenario. • Learn how to speak on screen/camera, making online Class (video and text).

		<ul style="list-style-type: none"> To make available all the video and class notes on SKWC website and Google Classroom and Accessible to all the students of SKWC.
	<p>Activities to be conducted in the backdrop of covid pandemic</p>	<ul style="list-style-type: none"> Teachers conducted online classes, assignments, tests for students. A One-Day UGC sponsored National Webinar on Covid Pandemic: Nutrition, Socio-economic and Sustainable Living was organised on the 14th August 2020, by the Women's Studies Centre of the college on the advice of UGC, Women's Studies Section, New Delhi relating to COVID pandemic. In this national webinar on COVID Pandemic: Nutrition, Socio-economic and Sustainable Living, various resource persons delivered paper presentations on three sub themes (i) Nutrition, Health and hygiene (ii) Environment and sustainable living (iii) Socio-economic issues related to women. Short Story Competition (For Short Film Making) on 25th July 2020 Theme: To create personal health and safety, maintenance of hygiene and sanitation within and outside home (Wahang : a Manipuri short film based on COVID) under the directives of University Grants Commission, New Delhi, F.1-1/2020(WSC/Policy) Dated 6 July 2020, the Women's Studies Centre, SKWC shall make a short film. https://youtu.be/OXv8N4Q36Ww A WhatsApp group - SKWC Support for COVID Pandemic is formed (29th July 2020) exclusively for women to support their vulnerability during this pandemic. With the advice of the UGC Women's Studies Section vide F.1-1/2020(WSC/Policy) Dated 6 July 2020, the Women's Studies Centre of the College has taken up different programmes. The main purposes of the group are <ul style="list-style-type: none"> to help/support on the vulnerability of women; Moral and socio-psycho- support - by way of sending positive messages and forwarding good video clip/text that can give positive impact and thought provoking to womanhood so as to far away from mental stress; Financial support (if possible) - to the really needed women, we the dedicated members of this group can contribute a minimal amount for the needed women to meet her challenges. To Inform concerned authority - if the group understands the real issues and challenges of the women in this situation it can be brought out to the concerned authority and take up necessary remedial measures. Online video - <i>Yumda Mask Tuduna Semntion jagat-hanba</i>, S. Kula Women's College, 8th August 2020:

		<p>During COVID pandemic lock-down, women in particular can earn money or save the amount to purchase mask, in a very easy way, any available piece of cloth can make mask. Produced by Women's Studies Centre, S. Kula Women's College, Nambol as part of activities during COVID pandemic for socio-economic development of women. https://www.youtube.com/watch?v=MppZV2_nY6s</p> <p>vi. Online video made on 9th August 2020- Entrepreneurial Skill: Economically viable activities during Lock-down</p> <p>Lock-down Manungda Nupisingna Yumda Touba Yaba Sinfam Khara, organized by Women's Studies Centre, S. Kula Women's College With the directives of University Grants Commission, New Delhi, F-1-1/2020(WSC/Policy) Dated 6 July 2020, https://youtu.be/VNIE8Q82fC4</p> <p>vii. Online National Level Essay Competition under the theme: Gender Discrimination in Manipur in Contemporary, Organized by Women's Studies Centre, SKWC, sponsored by UGC, New Delhi on 12th August, 2020</p> <p>viii. Online National Level Debate Competition under the theme: <i>Gender Discrimination gi Maru Oiba Maramdi Nupi Oibisingdagi Hourakpani</i>, Organized by Women's Studies Centre, SKWC, and sponsored by UGC, New Delhi on 16th August 2020</p> <p>ix. Online Discussion - Senthok Lambi Yatpa: Atmanirbhar Bharat Abhiyan for women micro entrepreneurs, by Prof. M. Binota, Chairperson, Manipur State Commission for Women on 21st August 2020. Organised by Women's Studies Centre, SKWC, sponsored by UGC, New Delhi, YouTube link https://youtu.be/trupp6klyvG8Q</p>
6	<p>5th September 2020 a</p> <p>Reopening of College post-lockdown (under the direction of the Directorate of Univ & Higher education)</p>	<p>As per notification from the the Directorate of Univ & Higher education vide letter no. 3/219/98-EDC, dated 3rd Sept 2020, the college reopened from 9th September 2020 in preparation for the upcoming 6th semester examinations. As the college was utilised as a Quarantine centre with few inmates testing positive for the corona virus, a one-day NSS social service and an extensive sanitisation programme was organised on the 8th of Sept 2020. Most of teaching and non-teaching faculty members who are not from containment areas participated in the said post-lockdown campus sanitisation programme.</p>

			The college bus plied through select main routes for staff members and students who wished to avail the bus services since public transportation was not yet allowed by the state authorities.
	Final Examination of BA/BSC/BCom/BFT/BT6 th Semester	End semester examinations for 6 th semester only were conducted while strictly observing SOP.	
	Internal Examination for 2 nd and 4 th Semesters	University examinations were cancelled due to worsening Covid Scenario in the state; however internal examinations were conducted online for the 2 nd and 4 th semesters by respective departments of the college.	
	Online admission for the Academic session 2020-21	Admission process has been updated to online mode from the academic session 2019-20 onwards which is another step toward e-governance.	
	Participation in NIRF	Successfully participated in NIRF as a Quality Assurance Initiative by the IQAC; NIRF code IR-C-C-9405; NIRF Coordinator-Dr. Wahengbam Robindro Singh	
	Activities to be conducted	<ol style="list-style-type: none"> i. A One Day National Colloquium cum Workshop on New Education Policy in New Normal was organised by the IQAC and Human Resource and Research Innovation centre of the college, sponsored by UGV STRIDE C 1 on 16th September 2020 ii. Also, a Webinar on Student Opportunity in National Education policy, 2020 was conducted on 25th September 2020 mainly for the students to have a better understanding of the New Education policy, 2020 which will be implemented soon. iii. Jan Andolan programme: This programme was jointly organised by the Fitness Club and NSS Unit I and II on 14th October 2020. 	
7	2 nd December 2020	<ol style="list-style-type: none"> 1. Present position/status and feasibility of college to assess 2. Preparation of NAAC assessment 	<ul style="list-style-type: none"> • Formation of new cells and subcommittees with assigned duties based on SSR metrics criteria wise. • Discussions and meetings of the sub-committees are encouraged for better coordination and communication during the SSR documentation process. • Alumnae cell organised meetings to keep members abreast of current developments and to illicit their valuable inputs and feedback. • Website policy developed; website committee formed; new website developed under NAAC guidelines.

	<p>3. N-List functional / library automation / Sodha Sindhu Office automation Website management / update Formation Sub committees for collective responsibility SSR drafting SSS (Student Satisfaction Survey) Accreditation fee</p>	<ul style="list-style-type: none"> SSR drafting began by the SSR drafting Committee under the guidance of Mission NAAC 2+ peer team (Directorate, U& HE). New internet (Wi-Fi) Connection installed with >40 Mbps. Email ids of all students and faculty members registered in N-LIST. Preparation of the pending AQARs. Collection of students' updated email ids in preparation for the mandatory Student Satisfaction Survey and a trial online survey conducted. Faculty members were appraised step-wise about the accreditation process including Accreditation fees and payment mode. IIQA submission (as subsequent SSR submission) for 2nd cycle of NAAC Accreditation targeted before 31st May 2021.
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Note: The college premises were utilised as Community Quarantine Centre during the months of April to August.



Principal/Chairman
IQAC, SKWC

Principal
S. Kula Women's College
Nambol, Mannur