Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**S. KULA WOMEN'S COLLEGE**
Name of the head of the Institution	**Nongmaithem Joykumar Singh**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03852453428**
Mobile no.	**7005883882**
Registered Email	**skwcollege@gmail.com**
Alternate Email	**principalskwc82@gmail.com**
Address	**Kongkhampat, Nambol, Bishnupur Dist., Manipur**
City/Town	**Nambol**
State/UT	**Manipur**
Pincode	**795134**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**L. Muhindro Singh**
Phone no/Alternate Phone no.	**03852453465**
Mobile no.	**9436035261**
Registered Email	**iqacskwc@gmail.com**
Alternate Email	**muhinsingh@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://skwomenscollege.ac.in/wp-content/uploads/2021/05/aqar_report-2016-17.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://skwomenscollege.ac.in/wp-content/uploads/2021/05/Academic-Calendar-17-18.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A**	**3.03**	**2012**	**21-Apr-2012**	**20-Apr-2017**

6. Date of Establishment of IQAC

04-Feb-2012

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
A Two-Day National Seminar on	21-Nov-2017 2	74
UGC Sponsored National Seminar on	16-Feb-2018 2	65
ICT training for teachers	01-Mar-2018 3	83
Workshop on Report Writing for students	30-Mar-2018 2	146
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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
S. K. Women	Promotion of Women's Studies	UGC	2017 365	1.75
Institution	XII Plan GDA Grant	UGC	2017 365	9.8
Institution	Community College	UGC	2017 365	5.1
Institution	Establishment of BIF Centre	DBT, GOI	2018 365	9.32
Institution	UGC grants- CC, MRPs, others	UGC	2018 365	195.42
Institution	B. Voc.	UGC	2018 365	40.92
Institution	Women's Study Centre	UGC	2018 365	6.05
Institution	CPE	UGC	2018 365	8
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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 :	**4**
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)

Organising two National Seminars related to quality education in higher education • Introduction of skill development course under RUSA Vocationalisation of higher education • Publication of SKWC Journal of Social Science (Biannual Multidisciplinary peer review journal) ISSN 22782737, Vol. XIII, Issue 1, JulyDec., 2017, through the SKWC Publication Cell. • Organising training programmes for teachers and support staff • Upgradation of BA Philosophy Programme to BA Honours Philosophy

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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
Upgradation of BA Philosophy to Honours BA Hons Philosophy	Department of Philosophy has been granted approval for opening BA Philosophy (Honours) by the Manipur University vide letter of even no. MU/2-4/2000/CDC(Pt)/38 dated 29th May 2018.
Publication of SKWC Journal of Social Science	On 17 February 2018, SKWC Journal of Social Science (Biannual Multidisciplinary peer review journal) ISSN 2278-2737, Vol.- XIII, Issue 1, July-Dec., 2017, published by SKWC Publication Cell was released by the Principal of the college. Prof. L. Birendrakumar Singh, NAAC Assessor, Bangalore, Former Additional Director, Hr. & Tech Edn. Govt. of Manipur
Organisation of Seminars/Workshops/Training programmes	v. A Two-Day National Seminar on "The Repercussion of Conflict Management: State of Pandemonium and Academic Uncertainty" was held at the Conference Hall of S. Kula Women's College, Nambol, Manipur on the 21st and 22nd of November, 2017. It was sponsored by the UGC and organised with the Human Rights Study Centre of this College. vi. UGC Sponsored National Seminar on "Quality Enhancement and contemporary trend of teaching-learning process in Higher Education" organised by IQAC of the college in collaboration with Nambol. L. Sanoi College, Nambol 16th -17th February 2018. vii. Training programmes

RUSA Implementation	i. The RUSA Scheme for Vocationalisation of Higher Education was inaugurated on 4th July 2017 i. Skill development diploma course on Tourism and Hospitality is introduced under the RUSA Scheme (Vocationalisation of Higher education) Skill development Diploma course in Tourism Hospitality first batch successfully completed. ii. All the science blocks including BIF centre of the college were renovated with tilling floor from the RUSA scheme phaseI. iii. From the infrastructure grants, a new building of Biotechnology Department is being constructed and near completion iv. Renovation of Social Science blocks started

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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	2017
Date of Submission	30-Sep-2017
17. Does the Institution have Management Information System ?	No

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Part B

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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 Board of Studies of the College in consultation with the concerned faculties and experts from external agencies/institutions develops the curriculum and syllabus of a particular subject/course identified by the college on the basis of need based relevant to the socio-economic on

educational, national and global priorities. The curricula so developed is placed before the Planning Board of the college which consists of faculty members, representatives of alumni, academic peers, stake holders, guardian representatives, students' representatives etc. and the Planning Board reviews the curriculum after getting the feedback of the above stake holders and submit the same to the University for approval. The School of Board of Studies of the University further reviews the curriculum so submitted by the college and finally convey the approval by the University. For instance, the college has developed the curricula and syllabi of the following Courses in the above process and finally the approval of the University was obtained. i. Three Years Degree Course in B.Sc. Biotechnology. ii. Three Years Degree Courses in Food Processing Technology. iii. The curriculum and syllabus of B.C.A. iv. Career Oriented Courses (Certificate/Diploma/Advanced Diploma) in Industrial Fish and Fisheries, Food Science & Quality Control, Microbiology (Food and Environmental), Bioinformatics in Biodiversity, Mushroom Cultivation, Fashion Designing and Secretarial Practice & Office Management. v. The Human Rights Studies Centre also developed the syllabus of the elective subject of B.A. Human Rights and Values in Education, Foundation and Certificate Courses of Human Rights & Duties Education and Human Development. vi. The Women's Studies Centre also developed the curriculum of Certificate Course of Women's Studies. Hence, the college plays a major role in the curriculum design and development process. The feedback on curriculum and syllabi are obtained from the students, alumni, guardians, local peers during teachers-guardians' interactions, alumni meet and in the meeting of the Planning Board which consists of the representatives of the students, teachers, alumni, guardians, local peers and management of the college.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NA	NA	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	Nill
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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
Nill	NA	Nill

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

	Certificate	Diploma Course
Number of Students	Nil	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
Human Rights and duties	27/07/2017	8

	education		
Tourism and Hospitality management	13/07/2017		21
Community Advanced Diploma in Food Processing Engineering	10/07/2017		50
Community Advanced Diploma in Fashion Technology	10/07/2017		50
Certificate Course in Women Studies	10/07/2017		30
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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
BSc	Home Science	31
BSc	B. Sc. Food Technology	15
BSc	Geology	8
BSc	Botany	19
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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 obtained feedback on curriculum from: a) Students: A Performa for feedback on curriculum of a specific course is distributed to the students to obtain the feedback. b) Alumni: The College obtained feedback on curriculum during the Alumni Meet, in the meeting of the Planning Board and Board of Studies where there are representatives of the Alumni. c) Parents: Though there is no structured feedback performa for parents, any feedback on curriculum and other aspects from the guardians are welcome and discussed during the meeting of the Planning Board. e) Industry: One Representative of the Industrial Units is invited in all the meeting of Board of Studies and Planning Board where the college obtained feedback from the industrial organizations. The college has also linkage with Industrial Organizations through which the college also obtained feedback from them. f) Academic Peers: Two Representatives of the Academic Peers are included in the Planning Board and Board of Studies and as such they are involved in the decision making with regard to the curricular aspects. g) Community: The College obtained the feedback from the different communities by inviting their suggestions through their representatives, NGOs, Local Clubs etc. Two Representatives of the Local Peers are also present in the

Planning Board and Board of Studies of the college. The Board of Studies of the college develops the curriculum and syllabus of a specific course and the same is placed before the Planning Board and the Planning Board after review forwards the proposal to the Manipur University for approval. The concerned Schools of the Board of Studies of the University again examines the syllabus thus submitted by the college and finally conveys the approval of the University. The same protocol is followed for revision or any update of the prescribed syllabi. For instance, the curricula and syllabi of B.Sc. Biotechnology, B.Sc. Food Processing Technology, BCA, B.A. Human Rights, Certificate Course in Women's Studies, Certificate Courses in Human Rights and Human Development and the syllabi of a number of Career Oriented Courses are developed by the faculties of the college following the above procedure and approved by the University.

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
BVoc	Fashion Technology	100	21	21
BVoc	Food Processing & Engineering	100	24	24
BSc	Food Technology	120	16	16
BSc	Biotechnology	75	37	37
BCA	Bachelor in Computer Application	105	12	12
BCom	Commerce	60	7	7
BSc	Bot/Chm/CSc/Geg/Gel/HSc/Mat/Phy/Sta/Zoo	920	193	193
BA	Eco/Edn/Eng/Hist/HSc/Man/Phi/PSc/Soc/Geg	680	168	168

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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	478	Nill	94	Nill	Nill

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
94	70	139	10	10	10
[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)

Students are mentored by their concerned subject teachers of respective departments regarding the overall academic performance and conduct in the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
478	90	1:5

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
135	94	41	4	20

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	Nil	Nill	NA
2018	Nil	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	Bot/Chm/CSc/Geg/Gel/HSc/Mat/Phy/Sta/Zoo	6th semester	06/06/2018	31/08/2018
BA	Eco/Edn/Eng/Hist/HSc/Man/Phi/PSc/Soc/Geg	6th semester	06/06/2018	31/08/2018
BSc	BFT	6th Semester	02/06/2018	29/09/2018
BSc	BTT	6th Semester	02/06/2018	29/09/2018
BCA	BCA	6th Semester	02/06/2018	30/09/2018
BCom	B.Com.	6th Semester	02/06/2018	25/08/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• The college frames an academic calendar before the start of an academic session and is notified to all after being duly approved by the Governing Body. The calendar is based on the University activity and examination schedule and reflects the schedule of studies, schedule of examinations, holidays, vacations, programme for co-curricular activities and schedule for "College Week" which is observed in connection with "College Foundation Day" during which various co-curricular activities are conducted. • Before the starting of an academic session, a pre-session staff meeting is held where the teaching plan including the time table, work allotment, unit-wise allocation, teaching methodologies, evaluation methodologies etc. were discussed with the staff members. The teaching plan so framed is periodically reviewed and discussed upon receiving feedback. A joint staff meeting of the college with the Governing Body is also generally held on the last Saturday of every month to discuss the feedback of the academic programme undertaken by the college and review for continuous improvement. • An examination committee is constituted every year to coordinate the internal and external examination activities and communicate to the students, teachers and administrative staff regarding examinations. • The timeline of the internal Assessment dates of respective departments are displayed well in advance on the notice boards so that students are aware of the evaluation process. Minimum of one or two internal assessment tests are held per semester. • Continuous assessment reports (class tests/seminars/assignments) for all courses are displayed on the notice board. • Remedial classes/special classes are conducted for low performing students the responsibility is taken up by respective department HODs and teachers of concerned subjects in which students are not scoring well. • For students performing poorly consistently, their guardians are contacted to discuss possible issues/causes so that concerted efforts may be made to assist the students. • Staff meetings are called periodically to assess and review the evaluation process , and to discuss any exam related grievances if there are any.

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

Before the start of a new session, the college frames an academic calendar which is notified to all after being duly approved by the Governing Body. The calendar is based on the University activity and examination schedule and reflects the schedule of studies, schedule of examinations, holidays, vacations, programme for co-curricular activities and schedule for "College Week" which is observed in connection with "College Foundation Day" during which various co-curricular activities are conducted The college follows semester system of examinations as per the prescribed syllabi, work load in terms of number of hours of student engagement (theory classes, practical classes etc.) are calculated every semester by the heads of the departments (HoDs) for the respective faculty members. A joint Staff meeting and intra-departmental meetings are held to discuss academic programme, work allotments and other related matters. Arrangements for inter-departmental utilisation of faculty are also made for certain courses like Biotechnology, Food Technology etc. depending on the expertise, opted choices and the actual requirement in the department offering these courses. The time table committee prepares the time tables reflecting the theory classes, laboratory classes and individual faculty for the said classes for all programs every semester. The timetable and academic calendar are distributed before the commencement of the academic session to the faculty members via their respective Heads of departments. In addition to traditional classroom teaching, faculty members also use various ICT tools and other innovative teaching strategies.

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://www.skwomenscollege.ac.in/courses/#

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
BA	BA	BA Hons: Eco/Edn/Eng/Hist/HSc/Man/Phi/PSc/Soc/Geg	22	22	100
BSC	BSc	BSc Hons: Bot/Chm/CSc/Geg/Gel/HSc/Mat/Phy/Sta/Zoo	37	37	100
BCOM	BCom	Commerce	3	3	100
BTT	BSc	Biotechnology	6	6	100
BCA	BCA	BCA	1	1	100
BFT	BSc	Food Technology	Nill	Nill	0

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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)

Nil

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)	365	CPE, UGC	8	8
Any Other (Specify)	365	B.Voc., UGC	40.92	40.92
Any Other (Specify)	365	BIF, DBT	9.32	9.32
Major Projects	365	UGC	2.06	2.06
Minor Projects	365	UGC	21.72	21.72

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
Nil	NA	

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
Nil	NA	NA	Nill	NA

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	NA	NA	NA	NA	Nill

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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
NA	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	Biotechnology	2	0.02
International	Food Technology	3	0.02
International	Political Science	3	0.01
National	Political Science	1	0.01

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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
Dept of Political Science	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

Traditional and biological uses of Neptuniaoleracealour: An overview.	W. Robindro Singh	International Journal of Current Research, 9, (06), 51689-51694.	2017	0	yes	Nill
Plant Growth Promoting Effect and Biocontrol Potential of Rhizobium spp. against Macrophomina phaseolina.	W. Robindro Singh	Int.J.Curr.Microbiol.App.Sci (2017). 6(6): 2695-2701	2017	0	yes	Nill
Study on sensory quality evaluation of whey based fruit juice beverages	L. Sumobala	The Pharma Innovation Journal 2017 6(9): 310-314	2017	0	yes	Nill
Development, Chemical analysis and sensory evaluation of Whey based pineapple juice beverages	L. Sumobala	International Journal of Food Science and Nutrition. Volume 2Issue 5 September2017 Page no.102-105	2017	0	yes	Nill
Spore population, occurrence and root colonization of AM fungi in five ethno medicinal plants of Manipur, North Eastern India.	Heigrujam Boboy Singh	International Journal of Scientific Research, 6(8)	2017	0	yes	Nill

Electorate's Consciousness in India and Mauritius: Quantumof Electoral Integrity	Dr. L Muhindro Singh	Indian Journal of Political ScienceVol .LXXVIII Issue-4, p. 743-749	2017	0	yes	Nill

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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
NA	NA	0	Nill	Nill	Nill	NA

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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	1	48	10	20
Presented papers	3	8	1	10
Resource persons	3	8	5	10

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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
Swachh Bharat Summer Internship Programme	NSS Unit-I and NSS Unit-II	10	135
International Womens Day "Time is Now: Rural and urban activists transforming women's lives".	Women's Studies Centre, SKWC	8	24
National Science Day	DBI Bioinformatics Centre, SKWC	6	36
Matribhasa Diwas Celebration	NSS Unit-I and NSS Unit-II	8	57
Self Defence Training	NSS Unit-I and NSS Unit-II in Collaboration with	10	64

	Hula Sindam Sang, Manipur			
Nationwide Competition on Legal Rights of Women	Women's Studies Centre, Sponsored by National Commission for Women, New Delhi	15		80
Swachhta Pakhwada	NSS Unit I II	10		86
3rd International Day of Yoga	NSS Unit I	10		56

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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
NA	NA	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
Swachh Bharat Summer Internship Programme	NSS Unit-I and NSS Unit-II	Swachh Bharat Summer Internship Programme	10	135
International Womens Day "Time is Now: Rural and urban activists transforming women's lives".	Women's Studies Centre, SKWC	International Womens Day Observance	8	24
Matribhasa Diwas Celebration	NSS Unit-I and NSS Unit-II	Matribhasa Diwas Celebration	8	57
Self Defence Training	NSS Unit-I and NSS Unit-II in Collaboration with Hula Sindam Sang, Manipur	Self Defence Training	10	64
Nationwide Competition on Legal Rights of Women	Women's Studies Centre, Sponsored by National Commission for Women, New Delhi	Nation Wide Competition	15	80

| Swachhta Pakhwada | NSS Unit I II | Social Service and Cleanliness Drive | 10 | 86 |
| 3rd International Day of Yoga | NSS Unit I | Yoga Class | 10 | 56 |

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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
Training Programme	Training Programme on Basic Computer Applications	Gateway Computer Education, Advanced Society for Higher Aspirants, Nambol, Manipur	05/02/2018	15/02/2018	6
Training Programme	Manipuri Classical Dance	College of Music Performing Arts, Nambol	26/03/2018	31/03/2018	10

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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
0	Nill	0	Nill

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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

95	95.18

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Laboratories	Existing
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	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
SOUL 2.0	Partially	2.1	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11298	Nill	198	Nill	11496	Nill
Reference Books	857	Nill	150	Nill	1007	Nill
e-Books	300000	Nill	Nill	Nill	300000	Nill
e-Journals	6000	Nill	Nill	Nill	6000	Nill
CD & Video	130	Nill	Nill	Nill	130	Nill
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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
M. Geetmala	Physiology and nutrition of fats	NMEICT	01/09/2017

M. Geetmala	Physiology and nutrition of proteins and water	NMEICT	01/10/2017
M. Geetmala	Mother's milk versus formulated milk	NMEICT	01/11/2017
M. Geetmala	Dietary regimes for infant, pregnancy, old age	NMEICT	01/12/2017
M. Geetmala	Nutrition and brain development	NMEICT	01/01/2018
M. Geetmala	Fat soluble vitamins and their biological functions-	NMEICT	01/02/2018
M. Geetmala	Fat soluble vitamins and their biological functions-II	NMEICT	01/03/2018
M. Geetmala	Water soluble vitamins and their biological functions	NMEICT	01/04/2018
M. Geetmala	Minerals and their biological functions	NMEICT	01/05/2018

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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	110	40	2	2	0	7	35	1	0
Added	0	0	0	0	0	0	0	0	0
Total	110	40	2	2	0	7	35	1	0

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

1 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	Nill

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	Expenditure incurred on	Assigned budget on	Expenditure incurredon

academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilites
40	40.38	90	87.25

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 Institution has committees for maintenance of all the Assets- computer systems/servers, technical devices, computer labs, Internet and networking, classrooms, electronic equipments, furniture, conference / seminar halls, sports equipments, gymnasium etc. which comprise the total infrastructure of the campus. However, the institution needs to have institution's policy statement on maintenance that clearly exhibits standard procedures pertaining to foolproof maintenance of all the assets including preventive maintenance. Existing system at SKWC to ensure proper maintenance: We have backup generator of 45 KVA and 25X 500 KW solar units installed in case of disruption of regular power supply to ensure seamless supply of power 24X7. The college also has 5.0 KVA on-line UPS Systems for utilization of computers. IT coordinator (with help from external experts if required) ensures smooth functioning of IT equipment including computers, networking facilities, audiovideo equipments, LCD Projectors, Laptops, Printers, LAN, etc. For maintenaince of major Lab equipments, concerned HODs report the requirements to the Principal and the services from concerned vendors are sought. The college engages M/S, Computer Gallery, Imphal for maintenance of Computers and peripherals and M/S, Sharma Bross Scientific Instruments Co., Imphal for maintenance of Laboratory equipments from time to time. UPSs are maintained by Numeric Power Supply, Guwahati under AMC. The college appointed an Electrician (on contract basis) for regular maintenance of power supply. Cleanliness of library (safe keeping of books) and other Centres (Sports) is taken care of by the concerned coordinators with the support of Grade IV staff 2 in-house chowkidars and 24X7 security staff are deployed to ensure total safety of the campus and to stop misusing of the assets. Grade IV housekeeping staff are employed for maintaining cleanliness in the campus. Every Department has a lab attendant to look after the general neatness of the rooms.

https://skwomenscollege.ac.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	Donor Cash Award in University Examinations	12	25000
Financial Support from Other Sources			
a) National	1. Post Matric Scholarship for Minority 2. SC Scholarship 3. Ishan Uday	24	179100
b)International	Nil	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
Self Defence Training	07/11/2017	64	NSS Unit-I and NSS Unit-II in Collaboration with Hula Sindam Sang, Manipur

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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	Nil	Nill	Nill	Nill	Nill
2018	Nil	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
Nill	Nill	Nill

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
00	Nill	Nill	NA	Nill	Nill

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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
2018	Nill	Nil	Nil	Nil	Nil
2018	Nill	Nil	Nil	Nil	Nil
2018	Nill	Nil	Nil	Nil	Nil
2018	Nill	Nil	Nil	Nil	Nil
2018	Nill	Nil	Nil	Nil	Nil
2018	1	BA Sociology	Sociology	DM University, Manipur	MA Sociology

2018	1	B.Com.	Commerce	IGNOU, Manipur University	M.Com.
2018	1	BSc Biotechnology	Biotechnology	Guwahati Down Town University, Assam	MSc Nutrition and Dietetics
2018	1	B.Sc. Biotechnology	Biotechnology	DM University, Manipur	D.El.Ed.
2018	1	B.Sc. Biotechnology	Biotechnology	IGNOU, Manipur Univeresity	MA Economics
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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
SET	Nill
SLET	Nill
GATE	Nill
GMAT	Nill
CAT	Nill
GRE	Nill
TOFEL	Nill
Civil Services	Nill
Any Other	Nill
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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
XXXI Manipur University Inter College Youth Festival, 2017	Institutional Level	10
Annual Sports, Literary, Cultural Meet held at S. Kula Womens College	Institutional Level	121
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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	24th Men	National	1	Nill	16003/17	Laimayum

		Women National Strength Lifting and Incline Bench press Championship/Gold Medal held on 27-30 July, 2017						Pushparani Devi
	2018	National Strength Lifting and Incline Bench press Championship/Siver Medal held on 4-7 Jan, 2018	National	1	Nill	16003/17		Laimayum Pushparani Devi
	2018	All India Inter University Power Lifting Tournament/Siver Medal held on 5-6 Feb, 2018	National	1	Nill	6212278/17		K. Humeshwori Devi
	2018	Federation Cup Men & Women Powerlifting Championship, 2017-18 /Siver Medal 16-18 Feb, 2018	National	1	Nill	6212278/17		K. Humeshwori Devi
	2018	6th International Strength Lifting and Incline Bench press Championship/G	International	1	Nill	16003/17		Laimayum Pushparani

2018	Senior Women Asian Powerlifting Championship/Fourth Place held on 1-6, May, 2018	International	1	Nill	6212278/17	K. Humeshwori Devi
2018	All India Inter University Power Lifting Tournament/Siver Medal held on 17-23 Feb, 2019	National	1	Nill	6212278/17	K. Humeshwori Devi

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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 college has a Students' Council under the name of Students' Union which is elected by the students. The following students against their respective Secretaries were declared to be elected for the academic year, 2017-18: 1. Wahengbam Nandarani Chanu- BA 3rd Sem (General Secretary) 2. Ngangom Soni Chanu -BCA 3rd Sem (Finance Secretary) 3. Sophiya Saogolsem - B.Sc. 3rd Sem (Social Culture Secretary) 4. Laimayum Pushparani Devi - BCA 3rd Sem (Games Sports) 5. Heigrujam Liya Devi - BBT 3rd Sem (Magazine Secretary) 6. Khwairakpam Mediya - BBT 3rd Sem (Debate Extension Secretary) 7. Konsam Keronica Chanu - BBT 3rd Sem (Common Room) Activities of Students' Union of the college: 1. To look after the policy matters of the college made for the welfare of the students. 2. To organize different activities like Literary Meet, Games and Sports Meet, Cultural Meet etc. under the supervision of the concerned Teachers-in-charge. 3. Publication of College Magazine. 4. To submit the proposal for the academic and Physical growth of the college. 5. To take leading roles in the solution of the grievances of the students. 6. Participation of the students in the outreach programmes and extension activities. 7. To undergo community services in the neighbouring communities. 8. The Students' Union fund is reflected in the Budget which is collected from the students during the time of the admission. Apart from the students' union students representatives are also present in academic/administrative bodies like Planning Board, IQAC, Hostel Development Committee, Board of Studies etc. to provide student feedback and actively take part in overall growth and performance of the college

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes, the college has an Alumnae Association registered under the Societies of Registration Act. 1860, the Registration No. being 97 of 2011. The Alumnae office bearers are Sl. No. Name Present Occupation Designation 1. Prof. O. Ratnabala Devi Prof. in Mathematics Deptt. M.U. Chairperson 2. Mrs. L. Geetamala Devi Sr. Lecturer, S. Kula Women's College Secretary 3. Mrs. N. Urmila Devi Sr. Lecturer, S. Kula Women's College Treasurer 4. Miss Kh. Nongaleima JRF, IBSD Imphal Member 5. Miss S. Sanjibia JRF, Deptt. of Chemistry, M.U. Member 6. Miss H. Geetabali JRF, Biotech Hub, S. K. Women's College Member 7. Mrs. M. Kheroda RA, BIF Centre, S. K. Women's College Member 8. Ch. Victoria Devi Ph.D. Scholar Member 9. N. Dhana Devi Wrestling, National Player State Coach Member The contribution extended by Alumni Association for the growth and academic development of the college are: 1. Extension of Financial Assistance to the college. 2. Submission of feedback in respect to curriculum, teaching, research and extension activities. 3. Participation of Alumni to the extension activities. 4. Recommendation for introducing new skill oriented courses. 5. Guidance and Counseling to the students about their future careers, placements and grievances. 6. Motivation of the students in participation of community services and outreach programmes to build their careers towards leadership which in turn helps in National Development and Integration. 7. Participation in the decision making of the college by constituting themselves in the Academic Bodies. Some of our prominent alumnae are: Sl. No. Name Present Occupation 1. Prof. O. Ratnabala Devi Professor in Mathematics, Manipur University. 2. Mrs. L. Geetamala Devi Sr. Lecturer, S. Kula Women's College 3. Mrs. Nandeshwori Devi Army Officer 4. Dr. Ng. Sangita Devi Medical Officer 5. Mrs. N. Urmila Devi Sr. Lecturer, S. Kula Women's College 6. M. Romoni Devi Wrestling Coach, SAI 7. Mrs. H. Balatombi Devi Classical Singer at National Level 8. A. Pameli Devi Dancer Classical Dance (Coach) 9. Mrs. P. Prameshwori Devi Principal, RDO Lamshang Nurshing Institute 10. Ch. Victoria Devi M.Sc. Gold Medalist and Ph.D.

5.4.2 – No. of enrolled Alumni:

63

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

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 IQAC (Internal Quality Assurance Cell) functions as a Coordinating Body and Monitoring Cell to conduct evaluation of the teachers' performances. The IQAC will conduct academic audit with regard to regularity, punctuality, sincerity, accountability, teaching quality and commitment etc. The IQAC will submit the evaluative reports of the teachers to the Principal who in turn places the same before the Governing Body for necessary action. The IQAC will look after the sustenance and enhancement of the academic inputs and outputs. • For effective administration the intercoms are connected between the Principal, Administrative Office, Vice-Principal's Room, Common Room, Library, Hostel, Security, all the Science Departments, Departments of Career Oriented Programmes, SC/ST/OBC Cell, Women's Studies Centre, Human Rights Studies Centre etc. The Principal (also the chairman of the IQAC) is authorized by the Governing Body to decentralize the administration by coordinating with all the

Academic Bodies, Heads of Departments, Teaching Faculties, non-teaching staff for effective administration and efficient implementation of the academic activities undertaken by the college for quality sustenance and enhancement. The Principal of the college, also being the chairman of all Academic Bodies, coordinates and collaborates with all the Departments and he is in touch with all the faculty members which in turn helps him in transacting the academic programmes into actions for continuous improvement.

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	The Board of Studies of the college develops the curriculum and syllabus of a specific course and the same is placed before the Planning Board and the Planning Board after review, forwards the proposal to the Manipur University for approval. The concerned Schools of the Board of Studies of the University again examine the syllabus thus submitted by the college and upon passing the screening process, the approval of the University is finally conveyed to the college. Feedback on curriculum from students, teachers and other stakeholders are discussed in the meeting of the Planning Board/Governing Body and proposal for revision forwarded to the University for consideration.
Teaching and Learning	Lecture Method: The parallel method of lecture as well as computer assisted teaching is adopted. Interactive Method: Students' Seminar, Group discussion and Interactive method of teaching are made mandatory. Project-based Learning: Project works are a part of the curriculum for B.Sc. Biotechnology, B.Sc. Food Processing, BCA, Add-on Course and Certificate Courses. Home assignments are also given to the students to enhance their research and writing skills. Computer assisted teaching learning: Class rooms are provided with Smart Boards and LCD Projectors. All the Departments are provided one or two Laptop Computers and Desktop Computers. The class rooms and the departments are also provided internet connectivity. Teachers make efforts to enhance their classes with ICT tools parallel to lecture method. All the class rooms and laboratories

	are provided with on-line UPS for power supply and back-up. Soft copies of study materials are made available to all the students. All the students have their own e-mail ID to access e-resources under N-List of NMEICT (National Mission of Education through ICT). The campus is also networking with Local Area Network. Experiential Learning: Study Tours and Field Works are a part of the curriculum of some courses and subjects and hence Experiential Learning has become compulsory for some particular courses. For example, the curricula of B.Sc. Biotechnology, B.Sc. Food Processing, BCA, Foundation Certificate Courses of Human Rights and all the Career Oriented Courses have Project Works/Field Studies/on-job Training and therefore the students are to visit to the Industrial Units, other Academic Institutions, Vocational Training Institutions etc. Seminar: Class room seminars are made mandatory for all students. In every Saturday Students' Seminar and Interaction are included in the time table. Others: Visual method of teaching with graphics, diagrams, charts, photographs, etc.
Examination and Evaluation	The college is affiliated to Manipur University and therefore the college follows the evaluation process adopted by the University. The University issues an academic calendar of the University where the examination schedules are mentioned. The college has also its own academic calendar where the examination schedules to be conducted by the college itself are reflected. For example, the college conducts Unit Test Examinations and Terminal Examinations before the commencement of the University Examinations. Home Assignment, Seminars and Group Discussion are also a part of Internal evaluative system.
Research and Development	The college encourages the optimum participation of the faculties in the research activities. The college recommends maximum number of teachers to the UGC for undergoing Ph.D. under Faculty Development Programme or undergoing Major or Minor Research Projects under the financial assistance of the UGC or other funding agencies like IGNOU, ICSSR, CSIR, AICTE, ICAR,

	DST, DBT etc. The UGC or other funding agencies provides the grant for undergoing Ph.D. or Major or Minor Research Projects and the college provides study leave on duty. Though the college could not provide seed money or research grant from the college fund, the college provides infrastructural facilities like library, laboratory, ICT Tools required for undergoing the Research Projects. The BIF Centre, Biotech Hub, Human Rights Studies Centre and the Women's Studies Centre are actively involved in research activities in their respective fields.
Library, ICT and Physical Infrastructure / Instrumentation	The college promotes Computer assisted teaching-learning process all the class rooms are converted into e-class rooms furnished with Smart Boards, LCD Projectors, and Desktop/Laptop Computers. The college has built up area of 6480 sq. meter sprawling over 8.74 acres of land. The college has campus networking with LAN extending Internet connectivity throughout the campus. The Library is partly automated with SOUL 2.00 Network Version and equipped with adequate number of Books, Journals including e-journals, audio-visual aids. Library provide access of e-resources (e-books and e-journals) under N-List of NMEICT by both the teachers and students. Besides the Library there are two Computer Laboratories which function as Computer Centre. There is also a Bioinformatics Infrastructure Facility (BIF) Centre where there are 3 Servers and 20 Desktop Computers. The facilities of the BIF Centre is also made available to all the staff and students and has networking with neighbouring institutions. The BIF Centre and a Biotech Hub under the aegis of DBT conduct training programmes and networking with nearby institutions. All the Science Departments and various Study Centers are also provided with Desktop Computers and Laptop Computers The college has also set up a Food Testing Laboratory under MoFPI, GOI which benefits not only the students but also the Food Manufacturing Industrial Units of Manipur. The Science Laboratories are well-equipped with modern sophisticated state-of-the-art

	equipments. The college has a Women's Hostel, a Working Women's Hostel (under construction) and adequate sports infrastructure including Indoor Stadium. A new Indoor Stadium Cat-I and a Swimming Pool Cat-I are also under construction. As Power backup, the college has two Generators and 10 KVA solar panels, and all the campus including class rooms, laboratories have Power backup with online UPSs. Attendence of staff members is recorded by a biometrics unit installed at the lobby of the A-Block. Also for better security and governance, the college campus is under CCTV surveiellance. CCTVs are installed in the A-block, all classrooms, seminar halls, corridors and at strategic locations in the campus.
Human Resource Management	The Governing Body made continuous efforts to promote the academic development of the teachers through a number of programmes/activities:- i) The college always helps the teachers to avail the research grants in respect of the teachers who are undergoing Ph.D. under FDP or Minor Research Projects or Major Research Projects of the UGC. ii) The college grants Study Leaves on duty to all the teachers who are undergoing Ph.D. under FDP or individually. iii) The college also deputes the intending teachers to participate to the National Seminars/Conferences. iv) The teachers are also encouraged to participate in the Orientation Courses, Workshops, Refresher Courses, Computer Training Programmes and other Training Programmes like operation of SOUL Software, e-content development to enrich the qualities of the faculties. v) The college nominates teachers for participation in Entrepreneurship or Academic Training Programmes outside the state. vi) The college encourages the faculties to avail Training Programme and presentation of Paper on National Seminars under PTAC of FDP of the UGC. vii) The college organizes the State Level or National Level Seminars two or three times in a year either with the financial assistance from the UGC or from the own resources of the college. The following mechanisms are in practice for the evaluation and assessment of the faculties of the

	college. i. Submission of Self Appraisal Report periodically. ii. Students Evaluation Reports of teachers. iii. Reports of IQAC for the performances of the teachers in teaching, research, examination, extension and other activities. iv. Feedback from local peers. The evaluation reports undertaken under the above process are analyzed in the meeting of IQAC and then in the Governing Body. The Governing Body advises incompetent teachers for improvement in the form of appeal and control.
Industry Interaction / Collaboration	MOUs for collaboration were entered by the college with the following agencies/institutions/industry for the purpose of curriculum development/hands-on training/internship/research activities and use of facilities: 1.Babina Diagnostics, Porompat Imphal East 2.Adarsh laboratory, Thangal Bazaar, Manipur.3. Omega Diagnostic Centre, Imphal, Manipur 4.Hotel Bheigo, Wahengbam Leikai, Manipur 5. Hotel Yaiphaba Thangal Bazaar, Manipur 6. Gateway Computer Education, Advanced Society for Higher Aspirants, Nambol, Manipur
Admission of Students	The college published updated Prospectus every year where new information regarding the courses available, eligibility, fee structure, incentives, awards, scholarships, facilities, subject combination etc. are clearly highlighted. The college also publishes brochures every year showing the relevant features of the college. In the above manner the required information can be disseminated to the students.

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

E-governace area	Details
Administration	Employee attendance and duration is recorded by Biometrics installed at the Administrative Block attendance is strictly monitored based on the Biometrics data and necessary actions are taken up if days and hours of attendance are not maintained. Campus is under CCTV Surveillance. CCTV Cameras are fitted in all class rooms, common rooms, a-block and at strategic locations in the campus for monitoring and security purposes.

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
2017	Nil	Nil	Nil	Nill

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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	Nil	NA	Nill	Nill	Nill	Nill
2018	Nil	NA	Nill	Nill	Nill	Nill

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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
Basic Techniques of Plant Tissue Culture.	4	08/01/2018	20/01/2018	13
Workshop for Social Science Faculty Members	1	17/11/2017	30/11/2017	14
Basic Tools Techniques of Biotechnology.	5	01/06/2017	15/06/2017	15
Orientation Program: Meitei Mayek	1	13/06/2017	24/06/2017	12
Basic Tools Techniques of Biotechnology.	1	01/06/2017	15/06/2017	15

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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	94	Nill	40

6.3.5 – Welfare schemes for		
Teaching	Non-teaching	Students
1.Personal Loan Facility 2. Festival advance: On occasion of festivals like Holi, Cheiraoba, Ningol Chakouba the employee is eligible to take advance money if he or she desires. 3. Leave Facility: Casual Leave , Duty leave and Earned leave are given to all the employees. There is provision for Special leaves/ Extra Ordinary Leaves. 4.Maternity Leave: Employees can avail maternity leaves for six months. 5. Employee Provident Fund: This scheme is available to all staff members which includes gratuity and pension contribution.	1.Personal Loan facility 2.Festival advance: On occasion of festivals like Holi, Cheiraoba, Ningol Chakouba the employee is eligible to take advance money if he or she desires. 3. Leave Facility: Casual Leave , Duty leave and Earned leave are given to all the employees. There is provision for Special leaves/ Extra Ordinary Leaves. 4.Maternity Leave: Employees can avail maternity leaves for six months. 5. Opening of EPF Account	The college caters students from all the sections of the community including General, ST, SC, OBC and MOBC. i.Consumer cum canteen at the subsidized rate. ii.Counselling, guidance and placement cell. iii.Special diet for sports persons during training and competitions. iv. Scholarships and Free-ships, The college has certain schemes to support the students like Donor's Cash Awards, College Cash Awards, Freeship, exemption of fees etc. under different categories. The State Government as well as the Central Government and NGOs also provide the financial assistance to the students. 1. Donor's Cash Award of Rs. 5000/- to the 1st Rank Holder at the University Examinations in every course. 1. College Cash Award of Rs. 2000/- each to 2nd to 5th Position Holder at the University Examinations. 2. Freeship to Sport Persons of National and International Level. 3. Freeship to students from 1st to 10th Position Holders at HS Examinations. 4. Fee exemption of the students securing 75 and above in HS Examinations. 5. Half fee exception to students securing 70 and above to HS Examinations. 6. Freeship to poor but needy meritorious students (70 and above) 7. Freeship under earn and learn scheme for the students working at Food

		Processing and Fashion Designing Departments. 8. There is a provision for freeship to physically disabled students but at present there are no students under this category.

6.4 – Financial Management and Resource Mobilization

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

The accounts of the college are audited regularly internally by auditors nominated by the Governing Body and externally by Chartered Accountants. The Balance Sheets and audited Statements of Accounts including audit reports are first placed before the Governing Body for examination and then finally placed before the General Body for further examination and approval.

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
Nil	0	0

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

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

1. Although a formal Parent-Teacher Association is yet to be formed, there is close involvement of parents and co-ordination of teachers in various activities such as support for field trips and study tours, visit to NSS camp, participations in Competitions and events/functions. 2. Parents are invited every year for their Valuable presence during the College week Functions where their feedbacks are also given. 3. Donations are given to the college in money or kind during special events.

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

1. Training on Computer Applications 2. Training on accounting 3. Office Procedure training

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

1. Faculty Development Programmes: The following faculty members are currently undergoing PhD: i. W. Robindro Singh (Dept. of Biotechnology) ii. L. Sumobala (Dept of Food Technology) iii. L. Ishwori (Dept of Biotechnology) 2. Introduction of Vocational programmes as per recommendation of the NAAC Peer team : i. BVoc in Food Processing and Engineering ii. BVoc in Fashion

Technology 3.Collaboration with Industry: College entered and signed MOUs of collaboration with the following agencies/Industry for consultation, curriculum development, teaching practical/on-job training, internship, student placements, research etc i. INTELLISOME CONSULTING, Kwakeithel, Manipur ii. Babina Diagnostics, Porompat Imphal East, Manipur iii. Adarsh laboratory, Thangal Bazaar, Manipur iv. Omega Diagnostic Centre, Imphal, Manipur v. Hotel Bheigo, Wahengbam Leikai, Manipur vi. Hotel Yaiphaba Thangal Bazaar, Manipur vii. Gateway Computer Education, Advanced Society for Higher Aspirants, Nambol, Manipur viii. College of Performing Arts and Culture, Nambol

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
2017	2 Week Workshop on Basic Tools Techniques of Biotechnology	01/06/2017	01/06/2018	15/06/2018	20
2017	One-day Training programme on ' Water Quality issues and Stress Area Issues	15/09/2018	15/09/2017	Nill	32
2017	2-Day UGC Sponsored National Seminar on the Repercussion of Conflict Management: State of Pandemonium and Academic Uncertainty	21/11/2017	21/11/2017	22/11/2017	83
2017	10-day Training-Cum-Workshop on Self-defence for Women	07/11/2017	07/11/2017	16/12/2018	74
2018	2-Week Winter School Programme on	08/01/2018	08/01/2018	20/01/2018	15

	Basic Techniques of Plant Tissue Culture				
2018	2-Day UGC Sponsored National Seminar on "Quality Enhancement and contemporary trend of teaching-learning process in Higher Education"	16/02/2018	16/02/2018	Nill	65
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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
Nationwide Competition on Legal Rights of Women organized by Women's Studies Centre of the college Sponsored by National Commission for Women, New Delhi	11/11/2017	11/11/2017	80	Nill
Self Defence Training organized by NSS Unit-I and NSS Unit-II in Collaboration with Hula Sindam Sang, Manipur	07/11/2017	16/11/2017	64	Nill
International Women's Day "Time is Now: Rural and urban activists	08/03/2018	08/03/2018	40	34

transforming women's lives" organized by Women's Studies Centre, SKWC						

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

Percentage of power requirement of the College met by the renewable energy sources Installation of rooftop solar panels in Biotech Hub and Women's (Hostel 10 KVA power backup), Reducing energy consumption by use of low energy consuming bulbs and light fixtures(CFLs, LEDs), Use of ambient light as much as possible, students and staff are strictly advised to switch off all fans, lights and ACs in classrooms and Labs when they are not in use.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nill
Provision for lift	No	Nill
Ramp/Rails	No	Nill
Braille Software/facilities	No	Nill
Rest Rooms	No	Nill
Scribes for examination	No	Nill
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

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	15/05/2018	1	Swachch Bharat	Health and Hygiene	204
2017	1	1	01/08/2017	15	Swachhta Pakhwada Fortnight	Cleanliness around College and Nambol Bazar	90
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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)
Nil	Nill	Not yet published though the management lays down rules and regulations for its employees based on the Ordinances and Rules of the University. Rules and regulations for students are published in the prospectus and also put up in the college website.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Nationwide Competition on Legal Rights of Women	11/11/2017	11/11/2017	80
MatribhasaDiwas Celebration	21/02/2018	21/02/2018	57
No file uploaded.			

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

1. Plantation of tree saplings and potted plants 2. Minimal use of Plastics, 3. Regular social service activities and cleanliness drives through NSS programmes and ECO Club. 4. Use of low energy consuming light fixtures like CFL and LED bulbs 5. Use of power back up through solar panels 6. Rain water harvesting in well maintained ponds inside the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. BEST PRACTICE 1: Offering Multiple Programmes of Study OBJECTIVE OF THE PRACTICE: • To offer a wide range of diversified, flexible and inter disciplinary courses which are relevant to the socio-economic needs at the regional, national and global standard • To offer vertical access to higher education, employment, placement, etc. through quality, skilful and value based education to all the sections of the Society. 2. BEST PRACTICE-2: Use of ICTTools to enhance quality teaching and Learning OJECTIVE OF THE PRACTICE: • To enhance the teaching-learning experience with proper usage of ICT tools • To train teachers on online teaching so that they are able to improvise and adapt to the new normal of teaching-learning • To engage students effectively using ICT tools in the classrooms as well as in virtual classrooms Details of two best practices successfully implemented by the College has been uploaded on the college website https://www.skwomenscollege.ac.in/institutional-best-practice/ as per NAAC format.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.skwomenscollege.ac.in/institutional-best-practice/

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

One distinctive character of the college is its continuous efforts to provide Gender equity and Women empowerment through value based skill oriented education, research and training through innovation, diversity to enable to meet the educational, national and global needs which is in tandem with the Mission and Vision statements of the college. The curricular aspects of the college has distinctive characters offering a wide range of diversified, flexible and inter-disciplinary courses which are relevant to the socioeconomic needs at the regional, national and global standard. As the college is set in a rural part of the state, it provides a unique opportunity for women, especially from the rural area, equally as their counterparts in other better developed parts of the state as well the country, to take up these courses which are made available to them at reduced cost. The college has introduced several Professional Courses in the emerging areas to be able to meet the challenges globally. In fact, S. Kula Women's College was the first and only college in Manipur to introduce B.Sc. Biotechnology, B.Sc. Food Processing Technology and Human Rights Education as Foundation, Certificate and UG Course. The College also introduced 12 (twelve) Job Oriented Career Oriented Courses. Introduction of Human Development and Women's Studies also help the rural girls in Women Empowerment. The faculty members of the college took major roles in developing the course structure and syllabi of the above Courses. The continuous effort to introduce new hi-tech, professional, emerging and Job oriented courses with the development of the course structure and syllabi are the important measures for quality sustenance and quality enhancement of the college. Over the years, the college has introduced B.Sc., Biotechnology B.Sc. Food processing Technology, Bachelor of Computer Application, Foundation Course in Human Rights Duties Education, Certificate Courses in Human Rights Duties Education, Human Development and Women's Studies , Career Oriented Programmes in Food Science Quality Control, Industrial Fish Fisheries, Fashion Designing, Computer Application, Microbiology in Food and Environment , Mushroom Cultivation, Bioinformatics in Biodiversity, Secretarial Practice Office Management and e-Commerce, Clinical Biochemistry , Information Technology and Spoken Communicative English. These add-on courses provides a golden opportunity for students to acquire additional certificate, diploma and advanced diploma certificates as they graduate after 3 years. The college also offers degree programmes in vocational subjects for increased employability chances for students who opt for these B.Voc. programmes. At present 4 (four) B.Voc. courses are being offered : B.Voc. Food Processing and Engineering, B.Voc. Fashion Technology, B.Voc. Hotel Management and B.Voc. Information Technology. Currently, the college has also received approval from Manipur University to open B.Sc. Fashion Technology as well as M.Voc. courses from this Academic Session onwards though clearance for their respective syllabi from the University is still being awaited. Several collaborations with industry and centres of learning are being made to provide facilities of learning which are not available or provided in the college so that they can complete the courses to fruition.

Provide the weblink of the institution
https://www.skwomenscollege.ac.in/institutional-distinctiveness/

8.Future Plans of Actions for Next Academic Year

1. Opening of new courses: i) To introduce new courses under B.Voc. Programme, B.Voc. in Information Technology and B.Voc. in Catering Hotel Management. ii) To introduce new courses under Community College Scheme 2. Organizing Seminar/Workshop/Outreach Programmes 3. Preparation of SSR for Second Cycle of NAAC Accreditation 4. To engage in Research Works/Oriented Research Activities

(through research projects). 5. To organise a regular Hands on training programme for Students as summer/winter programme. 6. To conduct a regular outreach and extension programme for the beneficial of the young student for nurturing basic science. 7. To enhance the knowledge of faculty staffs and students in terms of science technology and human ethics. 8. To upgrade BA Human Rights and BA Hindi to Honours Degree Programme.