



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		S. KULA WOMEN'S COLLEGE
Name of the head of the Institution		Dr. 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	Dr. 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://www.skwomenscollege.ac.in/wp-content/uploads/2021/05/agar_report-2017-18.pdf
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4. Whether Academic Calendar prepared during the year	Yes
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if yes,whether it is uploaded in the institutional website: Weblink :	https://skwomenscollege.ac.in/wp-content/uploads/2021/05/Academic-Calendar-18-19.pdf
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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
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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		
6-Day workshop on PCR techniques	25-Mar-2019 6	26
Awareness Programme on Social Change and Women: Parental Dilemma, Influence of ICT on Aculturation	08-Mar-2019 1	47
6-Day workshop on Molecular works for Animal Science	14-Jan-2019 6	14
Workshop on Biotechnology: Tools and applications	22-Oct-2018 5	25
Workshop on Learning outcomes	16-Aug-2018 1	29
Training programme on ICT tools in teaching learning	19-Jul-2018 3	15
2 Week Workshop on Mushroom Cultivation Technique	02-Jul-2018 14	26
Summer Training Programme on Food Processing and Engineering	26-Jun-2018 5	17
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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
XII Plan GDA Grant	GDA Grant	UGC	2018 365	196000
B Voc	BVoc	UGC	2018 365	1148000
Biotech Hub	DBT-Biotech Hub	DBT	2018 365	1000000
College	Revenue Grant	State Government	2018 365	26644810
NSS Unit I & II	National Service Scheme	State Government	2018 365	70000
Biotech Hub	DBT-Biotech Hub	DBT	2018 365	3932000
Remedial coaching	UGC Remedial Coaching	UGC	2018 365	1714600
B. Voc. programmes	B. Voc.	UGC	2018 365	4256000

Women Studies	Women's Study Centre	UGC	2018 365	280000
CPE	CPE	UGC	2018 365	800000
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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)
<ul style="list-style-type: none"> • Introduction of new courses and upgradation: B.Voc programmes in Information Technology (BVoc IT) and Catering Hotel Management (BVoc HM) introduced Advanced Diploma Courses in Fashion Technology and Food Processing and Engineering under Community College Scheme introduced Upgradation of BA programmes in Human Rights Education and Hindi to BA Honours programmes • Conducting Seminars/workshops/training programmes • Engage actively in research work through Research Projects Research/ Study centres of the college actively involved in research and training activities Publications by the SKWC publication cell • Health awareness and Social Awareness • Green Campus initiatives

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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
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Plan of Action	Achivements/Outcomes
Internal Quality measures	Regular IQAC Meetings held; Faculty attendance and punctuality monitored strictly; Organised Training programmes for faculty on ICT tools, Programme learning outcomes
Disable friendly campus	Construction of a disabled friendly washroom and ramps

Green Campus Initiatives	Green Campus initiatives- Installation of rooftop solar panels, use of LED bulbs, planting of tree-saplings
Upgradation of BA programmes in Human Rights Education and Hindi	Upgradation of BA programmes in Human Rights Education and Hindi to Honours after receiving approval from CDC, Manipur University
Introduction of new programmes/courses	i. Two new B.Voc programmes in Information Technology (BVoc IT) and Catering and Hotel Management (BVoc HM) were introduced after receiving approval from the University ii. Advanced Diploma Courses in Fashion Technology and Food Processing and Engineering under Community College Scheme introduced
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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	2018
Date of Submission	30-Sep-2018
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

S. Kula Women's College ensures effective curriculum delivery by taking several effective measures. As the college is affiliated to Manipur University, the college follows the regulations and curriculum adopted by the University. Apart from the B.A/B.Sc./B.Com. General and Honours Courses, the college also offers value added courses like B. Sc. Biotechnology, B.Sc. Food Technology, B.C.A. and several Career Oriented Courses, Foundation and Certificate Courses as well. As the college offers a myriad number of courses so as to benefit the students to the maximum, ensuring effective curriculum delivery is no easy task and requires consistent efforts. At the beginning of each academic year, the Academic Calendar of the year is prepared in compliance with the academic

schedule of Manipur University and duly approved by the Governing Body/Management of the college. 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. 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 using audio-visual aids and online resources. The college is also striving to develop an effective online learning management system. The teachers prepare their individual academic and teaching plan. Internal assessments are conducted in the form of class tests, student seminars, home assignments, oral tests etc. Timeline for internal assessments are also featured in the academic calendar. However, class tests are conducted throughout the semester in order to assess the understanding of the students by respective teachers of each department. The examination results are reviewed to identify areas of improvement and the weaker students are given feedback by concerned teachers for the benefit of the students. Remedial classes are conducted for students at the departmental level for students who require them. Retests may be done to assess their improvements. Best efforts are made by the faculty members to ensure compliance of the curriculum and to enhance academic growth. Field trips, study tours, industrial visits etc conducted by departments for the courses having project works. Prior permission is obtained from the Principal by the HODs for such activities. The compliance of the curriculum by every department is communicated to the Principal through the Head of the Department at the end of term/semester. Student feedbacks are taken with utmost care and any complaints (if any) on curriculum execution are promptly dealt with. At the end of each semester

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	Advanced Diploma in Food Processing and Engineering under Community College Scheme	02/07/2018	735	Student passing out Advanced Diploma in Food Processing Engineering under Community College Scheme can run their own business and have high rate of employabilit y.	Skill Development
NA	Advanced	02/07/2018	735	Student	Skill

Diploma in Fashion Technology under Community College Scheme

Passing out Development Advanced Diploma in Fashion Technology under Community College Scheme can run their own business and have high rate of employability.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	Information Technology	02/07/2018
BVoc	Catering and Hotel Management	02/07/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	Nil	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	100

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
Certificate course in Womens Studies	02/07/2018	28
COC in Computer Applications	02/07/2018	13
COC in Spoken English	02/07/2018	3
COC in Information and IT	02/07/2018	1
COC in Fashion Designing	02/07/2018	1
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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
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BSc	Biotechnology	36
BSc	Home Science	92
BSc	Computer Science	6
BSc	Botany	19
BSc	Home Science	57
BSc	Food Technology	21
BSc	Home Science	15
BSc	Geology	4
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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
<p>The college obtains 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.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Eco/Edn/Eng/Hist/HSc/Man/Phi/PSc/Soc/Geg	680	208	208
BSc	Bot/Chm/CSc/Geg/Gel/HSc/Mat/Phy/Sta/Zoo	920	171	171
BCom	Commerce	60	9	9
BSc	Biotechnology	75	30	30
BSc	Food Technology	120	13	13
BCA	BCA	105	11	11
BVoc	Food Processing & Engineering	150	24	24
BVoc	Fashion Technology	150	13	13

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	479	Nil	116	Nil	116

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	Number of smart classrooms	E-resources and techniques used
116	75	139	10	10	10

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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

Number of fulltime teachers

Mentor : Mentee Ratio

institution		
479	116	1:4

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
140	118	22	24	29

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Nil	Nil	Nil
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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
BCA	Bachelor of Computer Application (BCA)	6th semester	30/05/2019	20/07/2019
BSc	Food Technology (BFT)	6th semester	21/05/2019	16/07/2019
BSc	Biotechnology (BTT)	6th semester	21/05/2019	16/07/2019
BCom	B.Com.	6th semester	20/05/2019	05/07/2019
BSc	BSc: Bot/Chm/CSsc/Geg/Gel/HSc/Mat/Phy/Sta/Zo	6th semester	27/05/2019	11/07/2019
BA	BA: Eco/Edn/Eng/Hist/HSc/Man/Phi/PSc/Soc/Ge	6th semester	28/05/2018	11/07/2019
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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://skwomenscollege.ac.in/courses/#>

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage
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Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
BCA	BCA	Bachelor of Computer Application	5	5	100
BFT	BSc	Food Technology	7	7	100
BTT	BSc	Biotechnology	18	18	100
B.Com.	BCom	Commerce	Nil	Nil	0
BSc Hons: Bot/Chm/CSc/Geg/Gel/HSc/Mat/Phy/Sta/Zoo	BSc	Bot/Chm/CSc/Geg/Gel/HSc/Mat/Phy/Sta/Zoo	65	62	95.38
BA Hons: Eco/Edn/Eng/Hist/HSc/Man/Phi/PSc/Soc/Geg	BA	Eco/Edn/Eng/Hist/HSc/Man/Phi/PSc/Soc/Geg	57	56	98.24
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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)

No Data Entered/Not Applicable !!!

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	UGC Remedial Choaching	17.15	17.15
Minor Projects	365	UGC	1.8	1.8
Any Other (Specify)	365	GDA Grant, UGC	1.96	1.96
Any Other (Specify)	365	B.Voc., UGC	42.56	42.56
Any Other (Specify)	365	DBT-Biotech Hub	49.32	49.32
Any Other (Specify)	365	Seminar, UGC	1.12	1.12
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
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	Nil	Nil
No file uploaded.				

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

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

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	Department of Biotechnology	1	Nil
International	Department of Human Rights	4	Nil
National	Department of Human Rights	1	Nil
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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
Nil	Nil
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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
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Molecular Identification and phylogeny of Musa species from North-Eastern India by Internal Transcribed Spacer 2 of Nuclear DNA	Dr. W. Robindro Singh	Bionature.	2018	0	S. Kula Womens College	Nil
Human Rights in a Decade's Back in Manipur	Dr. L Muhindro Singh	International Journal of Current Advanced Research Vol. 7 Issue-- I, p. 8750-8755.	2018	0	S. Kula Womens College	Nil
Book Review on "Globalisation, Domestic Politics and Regionalism: The ASEAN Free Trade Area"	Dr. L Muhindro Singh	SKWC Journal of Social Sciences Jan.-June. Vol. XIV. Issue 1. 2018, p. 121-127	2018	0	S. Kula Womens College	Nil
Corruption and Governance: An assessment on BJP led NDA Government in contemporary	Dr. L Muhindro Singh	Indian Journal of Political Science Vol. LXXIX Issue-4, p. 859-865	2018	0	S. Kula Womens College	Nil
A Dichotomy in Indian Representative System (Local Self Government in Manipur and	Dr. L Muhindro Singh	International Journal of Social Science and Economic Research Volume: 03, Issue: 12, p.	2018	0	S. Kula Womens College	Nil

Majority Carries the Vote)		7057-7068				
Do the e lectorates can exercise their franchise freely in NEIndia	Dr. L Muhindro Singh	SKWCJournal of Social Sciences Vol.-XVI, Issue 1, July-Dec., 2019, p. 27-52	2018	0	S. Kula Womens College	Nil
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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
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	20	7	7
Presented papers	4	4	3	3
Resource persons	4	4	3	3
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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
Yoga Class (International Day of Yoga Day Observation) held on the 21st June 2018	NSS Unit-I and NSS Unit-II of the College in Collaboration with Nature Cure and Yoga Hospital, Kongba, Manipur	20	33
Social Service and Cleanliness Drive (Swachhta Hi Sewa Campaign) held on 30th September 2018	NSS Unit I II of the college in association with ECO CLUB Bishnupur District	12	42

National Science Day 2019 organised by DBI Bioinformatics Centre, SKWC in collaboration with Royal Global University, Guwahati held on 28-02-2019	DBT Bioinformatics Centre of the college in collaboration with Royal Global University, Guwahati	20	56
One-day Awareness program: Social Change and Women: Parental Dilemma, Influence of ICT in Aculturation 16th March, 2019	Women's Studies Centre, SKWC in collaboration with Khundrakpam United Club, Khundrakpam, Imphal East	7	26
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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
Nil	Nil	Nil	Nil
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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 activities	Number of students participated in such activities
Health Awareness	NSS Unit-I and NSS Unit-II of the College in Collaboration with Nature Cure and Yoga Hospital, Kongba, Manipur	Yoga Class (International Day of Yoga Day Observation) held on the 21st June 2018	20	33
Womens Studies	Women's Studies Centre, SKWC	International Women's Day Observation, "Balance For Better" held on 8th March, 2019	7	38
Swachh Bharat Abhiyan	NSS Unit I II of the college in association with ECO CLUB Bishnupur District	Swachchta Hi Sewa Campaign held on 30th September 2018	12	42
Womens Studies	Women's Studies Centre,	One-day Awareness	7	26

SKWC in collaboration with Khundrakpam United Club, Khundrakpam, Imphal East	program: Social Change and Women: Parental Dilemma, Influence of ICT in Aculturation 16th March, 2019
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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
Nil	Nil	Nil	Nil
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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
Classical Dance Training	Leima Jagoi	College of Music and Performing Arts	25/03/2019	30/03/2019	8
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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
Nil	Nil	Nil	Nil
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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
300	280

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments	Existing

purchased (Greater than 1-0 lakh) during the current year	
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
View File	

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	Partially	2.0	2011

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11496	Nill	195	Nill	11691	Nill
Reference Books	860	Nill	2	Nill	862	Nill
e-Books	300000	Nill	Nill	Nill	300000	Nill
e-Journals	6000	Nill	Nill	Nill	6000	Nill
CD & Video	130	Nill	11	Nill	141	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, Asst. Prof., Department of Biotechnology	Balanced diet	NMEICT	01/06/2018
M. Geetmala, Asst. Prof., Department of Biotechnology	Recommended dietary allowance (RDA)	NMEICT	01/07/2018
M. Geetmala, Asst. Prof., Department of	Basic concept of energy	NMEICT	01/08/2018

Biotechnology			
M. Geetmala, Asst. Prof., Department of Biotechnology	Basal metabolic rate (BMR)	NMEICT	01/09/2018
M. Geetmala, Asst. Prof., Department of Biotechnology	Specific dynamic action (SDA) of foods	NMEICT	01/10/2018
M. Geetmala, Asst. Prof., Department of Biotechnology	Food additives and Preservation	NMEICT	01/11/2018
M. Geetmala, Asst. Prof., Department of Biotechnology	Food adulteration and precautions	NMEICT	01/12/2018
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwid th (MBPS/ GBPS)	Others
Existin g	110	40	2	28	0	7	35	1	0
Added	0	0	0	0	0	0	0	0	0
Total	110	40	2	28	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	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
55	55.87	90	87.79

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)

Nil

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 Award and College Cash Award to meritorious students	7	17000
Financial Support from Other Sources			
a) National	Student Scholarship	183	1866420
b) International	0	Nil	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 implementation	Number of students enrolled	Agencies involved
Fashion Show, Nuja Charei Jagoi	28/11/2018	25	AM Management, Porompat, Imphal
5-Day summer training programme on "Food Processing and Preservation"	26/06/2018	17	Dept of Food Technology, SKWC
Yoga Class (International Yoga Day Celebration)	21/06/2018	25	Nature Cure and Yoga Hospital, Kongba, Imphal
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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 passed in the comp. exam	Number of students placed
2018	Nil	Nil	Nil	Nil	Nil
2019	Nil	Nil	Nil	Nil	Nil
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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
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
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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	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	BSc Biotechnology	Dept. of Biotechnology	Royal College of Law, Oinam, Manipur	LLB
2019	1	BSc Biotechnology	Dept. of Biotechnology	NELIT, Manipur	MSc IT
2019	2	BSc Biotechnology	Dept. of Biotechnology	Manipur University	MSc Biotechnology
2019	1	BSc Biotechnology	Dept. of Biotechnology	Mizoram University	MSc Biotechnology
2019	2	BSc Biotechnology	Dept. of Biotechnology	NELIT, Manipur	DCA
2019	1	BSc Biotechnology	Dept. of Biotechnology	RK Sanatombi Teacher's Edu, Pangei, Manipur.	B.Ed
2019	2	BSc Biotechnology	Dept. of Biotechnology	Manipur University	DIT
2019	1	BSc Food Technology	Dept. of Food Technology	Lovely Professional University, Punjab	MSc Food Technology
2019	1	BSc Botany Hons.	Dept. of Botany	Hindi Institute, DM campus, Manipur	DIED
2019	1	BSc Botany Hons.	Dept. of Botany	RK Sanatombi Teachers Edu, Pangei, Manipur.	BEd
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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
Nil	Nil

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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
Annual Cultural Meet (College Week) organized by the S. Kula Womens College	Institute Level	21
Annual Literary Meet (College Week) organized by the S. Kula Womens College	Institute Level	15
Annual Sports Meet (College Week) organized by the S. Kula Womens College	Institute Level	30

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	All India Inter University Power Lifting To urnament/S iver Medal	National	1	Nil	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, 2018-19. 1. Nameirakpam Seirowna Chanu BBT 3rd Sem General 2. Konjengbam Sonia BA 3rd Sem Finance 3. Laishram Sushmadutt B.Sc. 3rd Sem Social Culture 4. Priya Laishram BA 3rd Sem Games Sports 5. Khomdram Renubala Devi BA 3rd Sem Magazine 6. Leishangthem Ramva Chanu B.Voc. Fashion Technology 2nd Sem Debate Extension 7. Nongthombam Pushparani Devi BA 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. Student representatives are

present in key committees/cells and carry out the following responsibilities:

1. Students Union : To look after the welfare of the students. To organize various activities of the students
2. Planning Board : Budget Preparation of the college Academic matters of the college. Physical and Academic growth of the college.
3. IQAC: To check and audit academic performance of the college. To innovate teaching-learning process to achieve academic excellence.
4. Hostel Development Committee:T To look after the welfare of the hostellers. To form Hostel Rules and Regulations. To look after the Mess in respect of Diets.
5. Board of Studies: To analyze the feedback on curriculum. To provide inputs in developing new curricula and syllabi of the new courses to be introduced.

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 contribution extended by Alumnae 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. 8. Participation in college functions and events. Singer Pushparani who is a distinguished alumna would often motivate, encourage and entertain the students by performing on stage during the Annual college week cultural programme. Some of our prominent alumnae are: 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. Dr. S. Sanjibia Guest Lecturer, Manipur University 11. Dr. Kh. Nongalleima Research Associate, Institute of Bioresources and Sustainable Development, Takyel 12. H. Pushparani Devi Professional Singer 13. Angela Assistant Manager, Punjab National Bank, RIIMS 14. Maibam Kheroda Assist Professor, K.P. College, Heiyangthang

5.4.2 – No. of enrolled Alumni:

65

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.

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 deputed 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-governance area	Details
Planning and Development	Na
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. CCTV Monitoring and Surveillance
Finance and Accounts	NA
Student Admission and Support	NA
Examination	NA

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Nil	Nil	Nil	Nil
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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)
2018	Training Programme on ICT Tools in Teaching Learning	Nil	19/07/2018	21/07/2018	15	Nil
2018	One Day Workshop on Learning Outcomes	Nil	16/07/2019	16/07/2019	29	Nil
2018	Nil	Training Programme on Computer applications	19/07/2019	21/07/2019	Nil	9
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Certificate course on book Publishing	1	28/05/2018	04/06/2018	8

Mushroom Cultivation Techn.	5	02/07/2018	14/07/2018	13
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	118	Nil	59

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>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.</p>	<p>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</p>	<p>The college caters students from all the sections of the community including General, ST, SC, OBC and MOBC.</p> <p>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</p>

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	Nil	Nil
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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. Organizing Training Programmes on Computer Applications for staff 2. Organizing Training Programmes on ICT in Teaching Learning Process 3. Organizing workshop/seminars

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) iv. 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

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	5-Day Summer Training Programme on Food Processing and Engineering	26/06/2018	26/06/2018	30/06/2019	17
2018	2 Week Workshop on Mushroom Cultivation Techniques	02/07/2018	02/07/2018	14/07/2018	26
2018	Training programme on Computer applications for support staff	19/07/2018	19/07/2018	21/07/2019	9
2018	one day Workshop on Learning outcomes	16/08/2018	16/08/2018	16/08/2018	29

2018	Workshop on Biotechnology: Tools and applications ²⁵	22/10/2018	22/10/2018	26/10/2018	25
2019	6-Day workshop on Molecular works for Animal Science	25/03/2019	25/03/2019	30/03/2019	26
2019	Awareness Programme on Social Change and Women: Parental Dilemma, Influence of ICT on Aculturation ⁴⁷	08/03/2019	08/03/2019	08/03/2019	47
2019	6-Day workshop on PCR techniques ²⁶	25/03/2019	25/03/2019	30/03/2019	26
2018	Training programme on ICT tools in Teaching Learning	19/07/2018	19/07/2019	21/07/2019	15
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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
One-day Awareness program: Social Change and Women: Parental Dilemma, Influence of ICT in Aculturation	16/03/2019	16/03/2019	52	33

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
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 strongly 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	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

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	30/09/2018	1	Swachhta Hi Seva Campaign	Cleanliness Drives	42
2019	1	1	16/03/2019	1	One-day Awareness program: Social Change and Women: Parental Dilemma, Influence of ICT in Aculturation	Social change and influence of ICT	26

No file uploaded.

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	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Women's Day Programme, "Balance For Better"	08/03/2019	08/03/2019	67
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 interdisciplinary 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 ICT: Tools to enhance quality teaching and Learning
OBJECTIVE 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 BVoc programmes. At present 4 BVoc courses are being offered : BVoc Food Processing and Engineering, BVoc Fashion Technology, BVoc Hotel Management and BVoc Information Technology. Currently, the college has also received approval from Manipur University to open B Sc Fashion Technology as well as MVoc 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

Future Plan of Action: 1. Freeship for students for the academic session 2019-20
The following freeship provisions have been made for newly enrolled students for the current academic session. i. Freeship 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. 2. To conduct workshops/Seminars/Training Programmes 3. To Conduct Faculty Development/Enrichment Programmes for teachers and training programmes for Support staff 4. To promote and engage in research activities 5. To organise environment conscious activities, to engage in activities that address gender issues 6. To organise Student Induction Programme