YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	S. Kula Women's College
• Name of the Head of the institution	Dr. W. Robindro Singh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	0385-2999810
• Mobile No:	8119040117
• Registered e-mail	skwcollege@gmail.com
• Alternate e-mail	
• Address	Kongkhampat, Nambol, Bishnupur District
• City/Town	Nambol
• State/UT	Manipur
• Pin Code	795134
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated College
• Type of Institution	Women
• Location	Rural

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**Manipur University**
• Name of the IQAC Coordinator	**Khulem Nepoleon Singh**
• Phone No.	
• Alternate phone No.	
• Mobile	**7005290802**
• IQAC e-mail address	**iqacskwc@gmail.com**
• Alternate e-mail address	

3.Website address (Web link of the AQAR (Previous Academic Year)	
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://skwomenscollege.ac.in/wp-content/uploads/2024/08/academic-calendar-2023-2024.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.03**	**2012**	**21/04/2012**	**20/04/2017**
Cycle 2	**B+**	**2.69**	**2022**	**05/04/2022**	**04/04/2027**

6.Date of Establishment of IQAC	**04/02/2012**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	**ICSSR**	**ICSSR**	**2023 for 2 years**	**800000**
Institutional	**DBT-NER Programme**	**DBT**	**2023 for 3years**	**5784720**

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

1. IQAC conducted 2 Faculty Development Programmes on NEP2020 and Value Added Course (Thougal Jagoi) for college teachers. 2. Workshops and Seminars conducted. 3. Feedback from the stakeholders collected and analyzed and ensured further action. 4. Two extension activities like voluntary blood donation and tree plantation in the campus and in the adopted village were conducted. 5.IQAC plays key role in the implementation of NEP 2020 from the 1st year.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Prepare academic calendar 2023-2024	Academic calendar 2023-24 prepared and published
To conduct career counselling and placement for final year students	One-Day Career Guidance Programme was conducted in collaboration with the IGKNIGHT INTERNATIONAL and APROMISE INTERNATIONAL and One-Day Career Guidance Programme on 'Employment Linked Career Guidance Programme in the field of Aviation, Hospitality, Cruise line and Tourism Sectors in India and Overseas was conducted on 15th April 2024
Academic and community extension activities	Community contact cum extension activity conducted at Khongjom Village, Thoubal District
Conduct anti-drug awareness campaign	nasha mukt bharat campaign conducted in the college campus to raise awareness about the harmful effects of substance abuse among students and promote a drug free campus.
To conduct National and International conference	3- National Conference conducted
Participation in NIRF	Participated in NIRF
To conduct FDP for teaching	Two FDP were conducted
Requirements of data from all the departments to be collected at the end of each year	All departments submitted data to the IQAC office in the required format

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	29/02/2024

15.Multidisciplinary / interdisciplinary

The college follows the curriculum designed by Manipur University. Academic programs have been redesigned to incorporate Multidisciplinary and Interdisciplinary courses as electives. These programs are structured to provide students with maximum flexibility in selecting elective courses offered by the institute.

16.Academic bank of credits (ABC):

Our institution, S. Kula Women's College, Nambol has taken initiatives to fulfil the requirements of Academic bank of credit as proposed in NEP 2020. The institution has registered under ABC to permit its learners to avail the benefit of multiple entries and exist during the chosen programme. In 2023-24 session the total number of students who were registered their ABC-ID is 307. Out of this the number of students registered in B.Sc Honours was 98, in BA Honours was 126, in Biotechnology was 7, in Food Technology was 5, in Fashion Technology was 3, in BCA was 4, in B. com was 5, in M. Voc was 10 and in B.Ed. was 50. Academic Bank of Credit (ABC) increases the student freedom in choosing their courses. It enables the student to drop out in any year and then exchange the credits earned so far with a certificate or diploma if they are eligible.

17.Skill development:

S. Kula Women's College started Short Term Training (STT) courses as Skill Hub under Pradhan Mantri Kaushal Vikas Yojana 4.0 (PMKVY 4.0) to enable students to take up industry relevant skill training that will help them in securing a better livelihood. Since March, 2024 the college offered 2(two) skill courses viz. Professional Makeup Artist and Airline Customer Service Executive (Aviation). Currently there are 138 trainees for Professional Makeup Artist and 65 trainees for Airline Customer Service Executive (Aviation)

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The medium of instruction at the college is a combination of English

and the regional language, Manipuri. The institute also encourages the learning of the national language, hindi. Additionally, the curriculum of human rights and value in education promotes cultural values rooted in Indian traditions, helping students develop a strong sense of value orientation.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college follows NEP as per the guidelines of Manipur University. To implement OBE in its teaching and learning practices, the college conducts regular tests, assignments, and there is a system of continuous evaluation. The college offers a curriculum where several options are given to students. Each department of the college ensures that the assessments is alligned with OBE and that the evaluation process is fair and transparent. The college actively collects feedback from students and engages in interactions with alumni to enrich its curriculum.

20.Distance education/online education:

The college places a strong emphasis on integrating technological tools into teaching and learning activities. Some faculty members actively contribute to the development of e-learning tools and e-content for initiatives such as MOOCs. The institution is fully equipped with Wi-Fi connectivity, projectors, computer labs, offering students a wide range of digital resources to enrich their learning experience. Students are encouraged to use PowerPoint presentations (PPTs) for their project work, helping them enhance both their digital skills and communication abilities. The college fosters a blended learning approach, during the ongoing ethnic conflict in Manipur, integrating both offline and online learning, offering a holistic educational experience. The college's library provides access to e-resources, ensuring that both faculty and students have continuous access to academic materials.

Extended Profile

1.Programme

1.1   **46**

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **726**

Number of students during the year

File Description	Documents
Data Template	[View File](#)

2.2   **363**

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	[View File](#)

2.3   **228**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1   **129**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File](#)

3.2   **153**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	46
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	726
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	363
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	228
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	129
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	153

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	51
4.2 Total expenditure excluding salary during the year (INR in lakhs)	45.49
4.3 Total number of computers on campus for academic purposes	112

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college adheres to the curriculum design by the Manipur University. NEP was implemented in the 1st and 2nd year of the academic session while the CBCS/ elective course system has been implemented in the 3rd year. At the beginning of the academic year, an action plan, academic calendar and timetables are developed and circulated on WhatsApp groups and website etc. Regular assignments and class test are given throughout the semester to assess the understanding of the students. ICT and well-equipped laboratory facilities are made available to the staff and students to ensure effective curriculum delivery and improve their performance. In addition to college library the departments also provide several reference books in the department catering to the needs of students and faculty which covers the syllabus of UG course. At the end of each semester students' feedback are collected. The whole teaching-learning process is monitored regularly through feedback and suggestions and are communicated to the faculty inorder to facilitate the teacher in understanding

his/her strength and areas of improvisation.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://skwomenscollege.ac.in/courses/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college is affiliated to Manipur University and the academic calender is prepared in accordance with the University Academic Calendar. The Principal conducts meetings with the HODs at the beginning of each Academic session for the smooth implementation of the Academic calendar. The teachers prepare their schedule of teaching, class testand assignment in accordance with their their allotted time table taking into account the academic calendar and planned extracurricular activities. the internal mark of each course is 25% with the implementation of NEP and it is given on the basis of class test, seminar, assignment, attendance etc. and they are also well informed in advance about the deadline for assignment submission, dates for class test and seminar presentation. All the faculty members follow the academic calendar to complete their CIE task.

The conduct of the students id analyzed with utmost importance. Low performing students are identified and promptly provided with special classes to support their improvement. The HODs monitor attendance and progress of the student every year.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://skwomenscollege.ac.in/wp-content/uploads/2024/08/academic-calendar-2023-2024.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.	A. All of the above

Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

25

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

203

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college is affiliated to Manipur University. the University has designed a curriculum that prioritizes Gender, Environment and sustainability, Human values and Professional ethics. Core courses centered on ethical values will enhance value education, fostering students awareness of life's significance and equipping them for their future endeavours.

- The college has implemented various types of valued and skill enhancement courses.
- Gender equality is a fundamental human right in which the constitution of India enshrines several provisions that promote gender equality and protect human rights. the college has Human Rights and value in Education course.
- Environmental studies are increasingly important in today's era. Environment and sustainability are introduced in our curriculumnto educate the under-graduate students.
- With the implementation of NEP 2020, Manipur University introduces various value added, Skill enhancement, Professional Ethics and Human value Courses.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

11

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

208

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://skwomenscollege.ac.in/feedback-2/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

790

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

386

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

At the beginning ofeach academic year, student induction program is held, where newly enrolled students engage in a variety of activities such as debates, quizzes, essay writing, and other literary events.

The institution evaluates students' learning levels to address their diverse needs:

- Students who require extra support receive remedial instruction to help improve their academic performance.
- Through a mentor-mentee relationship, mentors assist students by identifying additional strengths that can enhance both their performance and confidence.
- Learning levels are further assessed through internal assessments, assignments, and departmental seminars.
- Students are also encouraged to participate in various events during College Week, Inter-College Youth Festivals, and other competitions.
- Additionally, educational visits and surveys to other institutions of learning and research, outside the college, provides valuable exposure.
- Certificate programmes were conducted toprovide students with additional skills, knowledge, and practical experience that go beyond the regular curriculum. The programs are designed to enhance students' overall development, making them more competitive and well-prepared for their future careers.

File Description	Documents
Link for additional Information	https://skwomenscollege.ac.in/wp-content/uploads/2025/02/2.2.1.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
726	127

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The curriculum prescribed by the Manipur University includes provisions in most programs to offer students experiential and participative learning opportunities. These are designed to engage students actively in the learning process, allowing them to gain hands-on experience and apply theoretical knowledge in practical settings. Some of these opportunities include:

- **In the BSc programs of the Science departments, laboratory practical classes play a crucial role in providing students with hands-on experience, enabling them to apply theoretical knowledge in real-world settings.Furthermore, these classes encourage collaborative learning, as students often work in groups, fostering teamwork and communication skills.**
- **Field visits, surveys, and study tours are organized as part of the curriculum to provide studentsthe opportunity to witness and engage with the subject matter in real-world environments.**
- **Departmental seminars are conducted which aims to encourage knowledge sharing, where students learn from each other's perspectives and insights.**
- **Students actively participatein organizing events and festivals such as Freshers' Meets, Farewell, cultural programs, Teacher's Day celebrations, and other similar activities plays a significant role in their overall**

development. These events not only contribute to the vibrant campus life but also help students develop a wide range of skills and experiences that go beyond academics.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://skwomenscollege.ac.in/students-project/

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers used ICT tools to improve teaching and learning process with an aim to maximized curriculum learning output.

- Most of the classrooms are equipped with Smartboards, LCD projectors to make the teaching-learning process effective.Teachers prepares powerpoint presentation for their classes. students too used this ICT tools to present their classroom seminars.
- Some of the teachers prepare video lectures of their subjects and upload in college or personal youtube channel.
- As there was ethnic clash during this academic year in Manipur, teacher conducts online classes viagoogle meet, Webex etc. whenever internet was available. However these efforts were hindered as there was frequent internet shut down imposed by the government.
- The college campus is WiFi enabled allowing both theteachers and students can access theinternet freely.
- The college has access to vast e-learning resources. The college have been subscribing to NLIST from 2011 onwards Teachers and students are registered NLIST users having access to 3 lakh e-books and over 6000 e-journals. To facilitate the teachers and students further, the college librarian has formed a separate e library Whatsapp group too.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://skwomenscollege.ac.in/infrastructure-and-teaching-learning-resources/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

127

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

124

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

35

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

2426

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- **An examination committee is formed to ensure rigor and transparency in the internal assessment.**
- **At the beginning of each academic year, a staff meeting is convened to discuss the frequency and schedule of internal assessments, to make surethat the tentative dates are included in the academic calendar.**
- **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.**
- **The setting of question papers is as per the university examination pattern.**
- **Evaluation of internal assessment tests is done by the teachers of respective departments.**
- **At the end of each semester, the assessment reports are submitted to the Principal, and a copy is also forwarded to the IQAC.**

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://skwomenscollege.ac.in/wp-content/uploads/2025/02/2.5.1.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

- **If a student is dissatisfied with the results of the internal assessment the issue can be raised to the Head of Department through the Principal/Examination Committee.**
- **The answer sheets of such students is send to the HOD.**
- **The HOD carries out the reassessment and the updated result along with a report isforwarded to the Examination Committee.**
- **If there is an improvement in the result, it is promptly corrected.**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The teachers and the students are aware of the stated programme and course outcomes of the programmes offered by the college.

- **The BOS of Manipur University prepares and approved the syllabus of each course subject.**
- **the syllabus of each course is communicated to the college and it is made available on the college website and also at the University website.**
- **At the beginning of each academic year, the HOD of each department arrange a departmental meeting regarding the distribution of Syllabus to all faculty members.The department prepares Programme Outcomes(POs), Programmes Specific Outcomes (PSOs) and Course Outcomes(COs). The POs, PSOs and COs and link of the syllabus of each programme and course are displaying on College website so that thestudents**

can access any time online.

- Students are briefed about POs and COs of the programmes in which they have enrolled by teachers of their respective departments during the Student Induction programme which is held atthe beginning of each Academic year.
- Also, each subject teacher makes sure that the outcomes are specially explained thoroughly and notes on these are given so that the students are well informed.Hence, there is a continuous communication of the POs, PSOs and COs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://skwomenscollege.ac.in/courses/
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

- The college ensures the maximum attainment of the expected Program and Course outcomes
- The CO is assessed through internal examinations and aend semester examinations.
- the questions of the examinations are framed in line with the COs and the attainment is assessed through the results of the examinations.
- The overall CO is calculated by taking the average of percentage attained in theinternal assessment and end semesterexamination.
- The college has a feedback mechanism is place wherein, teachers, student and the college alumnae give honest feedback on the said forms based on curriculum, teaching-learning process and the infrastructure made available to them.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://skwomenscollege.ac.in/courses/

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

228

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://skwomenscollege.ac.in/wp-content/uploads/2025/02/Students-Satisfactory-Survey-2023-24.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

65.84

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://dbtindia.gov.in/, https://icssr.org/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

14

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Because of the ongoing ethnic conflict in Manipur it hassevere consequences on various aspects of daily life, including educational institutions. The imposition of a curfew across all districts, coupled with the indefinite internet ban, has significantly hindered the normal functioning of institutions, particularly colleges. These restrictions have had a profound impact on the ability to conduct extension activities—programs and initiatives meant to engage students and the broader community in social, cultural, and educational endeavors. few of the outreached and community contact programme conducted includes:

1.Outreach Programme Understanding Issues and Challenges of Internally Displace Persons of Ethnic Conflict in Manipur 2023. As a part of this outreach programme an interview wsa conducted with Meitei Internally Displaced Persons (IDP) at a Relief Camp inChanung, Imphal East 19 May 2023

2. Community contact program were conducted in collaboration with local clubs in the Khongjom Thoubal district. One of the

highlights was a cleanliness drive around the Khongjom War Memorial complex, where participants worked together to keep the area tidy. Additionally, they donated dustbins to the memorial to ensure that the surroundings remain clean and well-maintained.

File Description	Documents
Paste link for additional information	https://skwomenscollege.ac.in/wp-content/uploads/2025/02/Outreach-Programme-Human-Right-2023_11zon.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

NA

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	**No File Uploaded**

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

NA

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

Nil

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

1. Class Rooms: There are 25 ICT-enabled Classrooms and 3 Seminar Halls to facilitate e-teaching and learning process.
2. Laboratories: Departments offering courses in Science subjects have well-equipped laboratories.
3. Bioinformatics Infrastructure Facility Centre: The BIF Centre regularly conducts Training Programmes
4. Biotech Hub: The college has also a Biotech Hub sponsored by the DBT, Government.Now, upgraded to an Advanced level Institutional Biotech Hub.
5. Library: The College has a well-stocked library automated with SOUL software 2.0 network version.
6. Food Testing Laboratory: The Laboratory was set up with the approval of Ministry of Food Processing Industries, Government of India.
7. Computer Laboratory/Computer Centre: The college has two Computer Labs/Centres, Lab I with 20 computers and Lab II with 9 computers.
8. Multi-media Language Laboratory: The college has a multi-media Language Laboratory with a facility of 20-students console.
9. ICT Infrastructure: The college has altogether 110 Desktop Computers in the Library, Computer Centre, Laboratories, and Departments. The whole campus has Local Area Network (LAN) with Internet Connectivity.
10. Digital Recording Studio:The facility is use for recordings for lectures and other academic projects and for producing educational content for online learning.

11. CCTV: The campus is under CCTV surveillance

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://skwomenscollege.ac.in/facilities-2/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The College has adequate infrastructure for sports and cultural activities.

Games and Sports:The college houses two Multipurpose halls with 100 and 150 seating capacity respectively with facilities and sports equipments.The college hasconstructed fully equipped Fitness gym.

Yoga : The college has been conductingYoga classes as part of the VAC subjects in the new NEP curriculum.

Cultural events:The Institute has provided the facility for the students to take active part in the cultural activities in the campus. There is a provision in the indoor halls where students can practice for their events like dance, songs, drama, mime etc.There is a well equipped Music room with all kinds of musical instruments (Drums, Tabla, Keyboard, Guitar Violin, Harmonium Etc) and a Music teacher assigned to guide them in these cultural activities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://skwomenscollege.ac.in/facilities-2/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

72

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

28

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://skwomenscollege.ac.in/classroom-seminar-halls/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

13.37

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

1. **S. Kula Women's College has a book collection of 8100 text books, 4401 reference books, subscription of about 45 journals, 2 local newspaper and one national paper.**
2. **The library can accommodate over 50 students in its reading room.**
3. **SKWC library has been an N-LIST subscriber since 2011 and**

has access to 3 Lakhs eBooks and 6000 eJournals.
4. All the staffs and students enrolled for accessing N-List e-resources
5. The library has 10 functional computers with internet facility out of which 8 are available for use by students and teachers.
6. The college library is installed with SOUL 2.0 version ILMS (Integrated Library Management Software).
7. OPAC is also available inside the library system.

Name of ILMS software : SOUL 2.0

Nature of automation (fully or partially): Partially

Version:2.0 Year of Automation: 2011

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://skwomenscollege.ac.in/n-list/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

12

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Assessment of the IT Infrastructure is done in the beginning of every academic year and budget is prepared for augmentation, replacement and upgradation of the existing infrastructure. We also seek advice from the users namely; staff and students on this issue and take appropriate actions wherever required.Regular assessment (for UPS, Generators, Software Applications, Computer Hardware equipment, CCTV, Switches, LCD Projectors, Internet facility etc,) is done periodically, to ensure better IT.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

119

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	<u>View File</u>

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

13.37

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	<u>View File</u>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

- **The Institution has committees for maintenance of all the assets-computer systems/servers, technical devices, computer labs, Internet and networking, classrooms, CCTV surveillance system, electronic equipments, furniture, conference / seminar halls, sports equipments, gymnasium etc. which comprise the total infrastructure of the campus.**
- **The librarian and histeam take care of library maintenance,**

- including regular book binding and the removal of old books.
- The laboratory attendant and lab assistants are in charge of keeping the laboratories in good condition.
- The Physical instructorand his support staff are responsible for the sports facilities

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://skwomenscollege.ac.in/wp-content/uploads/2025/02/ICT-enabled-Rooms.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

475

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

15

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**D. 1 of the above**

File Description	Documents
Link to institutional website	https://skwomenscollege.ac.in/infrastructure-and-teaching-learning-resources/
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

5.1.5 - The Institution has a transparent	**E. None of the above**

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

2

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

20

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

21

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student Council/Union is a group of 7 elected students with equal representation from the different disciplines. Student Council/Union will operate for one Academic year and will change in the next year. As the students are important stakeholders in our college, there is a need to have student representation in the routine functioning of the college. The Student Body works closely together with Student Mentoring Committee within a framework to provide a means for student expression and involvement in Institutional affairs and activities; opportunities for student experiences in leadership; and strengthen student - faculty community relations.

But in 2023-24 because of the ongoing ethnic violence in Manipur the college student's election was postponed indefinitely and to oversee their engagement in various co-curricular and extracurricular activities student representative each from 25 departments were elected as an interim arrangement by the principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

9

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college has an Alumni Association registered under the Societies of Registration Act. 1860, the Registration No. being 97 of 2011.

The details of the contribution extended by Alumni Association for the growth and academic development of the college in the last five years 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**

File Description	Documents
Paste link for additional information	https://skwomenscollege.ac.in/alumni/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision: "Center for Excellence" towards teaching-learning, training, research and other academic and co curricular activities through innovation, diversity and flexibility.

Mission: Gender equity and Women empowerment through value based education

1. The college has constituted an Academic Council which frames Action Plan of the college with regard to physical and academic development, with the Principal as the Chairman of the Council.
2. IQACconduct meetings quarterly to take necessary decisions and initiatives to ensure the improvement in the overall quality of education.
3. Teaching Pedagogy used in the institution is participative and experiential. With the introduction of NEP 2020, new set of practices are being introduced to impart practical knowledge to students.
4. The college has different committees, sub-committees and cells comprising of teachers from different departments and also non-teaching staff members for effective functioning.
5. The Principal is the administrative and academic head of the college; he is the Chairperson of all the academic bodies including the IQAC of the college. He coordinates with all the Heads of Departments for smooth functioning of the academic activities; likewise, he also co-ordinates with the Ministerial Staff for effective administration.
6. Centres of Study and research like the DBT-BIF centre, DBT-Biotech Hub, Women Studies Centre, and the Human Research and Resource Innovation Centre have their respective perspective plans chalked out that are in sync with the vision and mission of the institution.

File Description	Documents
Paste link for additional information	https://skwomenscollege.ac.in/about-college/
Upload any additional information	**No File Uploaded**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Principal oversees administration, but management is decentralized via bodies like the Academic Council, IQAC, and NSS units. Committees with specialized members are tasked with specific activities, granting operational autonomy.

Participative management involves faculty, staff, students, alumni, and parents in decision-making and activities, enhancing learning opportunities. Strategies for monitoring and evaluation include:

1. Regular Meetings: With the Academic Council, IQAC, and committees. 2. Feedback System: Collecting input from alumni, staff, and students. 3. Principal's Engagement: Visits and interactions with department heads. 4. Departmental Oversight: Heads monitor departmental activities. 5. Activity Reports: Submitted to the Principal and IQAC.

These practices ensure collaborative governance and continuousimprovement.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college strategy concentrates mainly on the followingareas:

Academic Excellence:

1. **By implementing digital pedagogies (MOODLE) Learning Managemant systemin the classrooms encourages student centric teaching.**
2. **Arranging FDPs, workshop, seminars etc, caters to the recent changes and challenges faced by the staff and the students**

Infrastructure Development:

1. **The college consistently invests in its infrastructure, including the library and ICT, to offer the best teaching and learning experience. Access to e-resources is available through NList.**

Extension activities:

1. **Extension programs are organized to encourage both students and staff to engage in collaborative endeavours.**

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://skwomenscollege.ac.in/seminar-and-workshop/
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution has implemented a decentralized organizational structure that effectively coordinates academic and administrative functions. The Principal serves as both the academic and administrative head, leading the planning and execution of programs with support from faculty and staff. Operating under the directives of the DUHE, Govt. of Manipur, the Principal is assisted by an Academic Council that oversees academic affairs and departmental operations.

The Internal Quality Assurance Cell (IQAC) monitors teaching performance and ensures the quality of academic inputs and outputs. Various committees and student representatives from each department manage college activities in a decentralized manner.

The institution adheres to Manipur Government regulations

regarding service rules, providing benefits such as GPF, NPS, and various types of leave. A comprehensive professional development system is also in place for faculty and staff.

For grievances, staff can initially raise issues with their department head or the Teachers' Forum. If unresolved, they may approach the Principal, who will evaluate the grievance and, if necessary, form an inquiry committee or convene a staff meeting to address theissuepromptly.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://skwomenscollege.ac.in/organisational-structure/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

D. Any 1 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Infrastructure and Facilities:The institution provides well-furnished seating, laptops, desktops, and free internet access. A comprehensive library with e-resources is available, and all faculty members can access INFLIBNET resources. Photocopying and printing facilities are also provided.

Faculty Development Programs: Regular Faculty Development Programs (FDPs) are organized, with staff nominated for training opportunities to enhance skills and knowledge.

Financial Support and Welfare: Staff can access various financial support options, including personal, vehicle purchase, and home loans.

Health and Wellness Initiatives:A modern gymnasium is available to promote physical health among staff.

Leave Policies: Employees enjoy multiple leave options, including casual, duty, earned, and maternity leave for six months.

Employee Benefits: The Employee Provident Fund scheme includes gratuity and pension contributions.

Canteen and Rest Facilities:A canteen offers nutritious food, and restrooms are well-equipped. A separate common room is available for women employees.

Drinking Water and Support Systems: Hygienic drinking water is accessible in all areas. The Teachers' Forum supports faculty welfare, and a grievances redressal cell addresses employeeconcerns promptly.

File Description	Documents
Paste link for additional information	https://skwomenscollege.ac.in/extra-curricular-activities/
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

70

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college evaluates staff through:

1. Teaching Staff: - Self-Appraisal Reports: Faculty submit periodic self-assessments. - Student Evaluations: Feedback is collected on teaching effectiveness. - IQAC Reports: Evaluates teaching, research, and other activities, overseen by the Principal.

These evaluations are reviewed by IQAC members, and the Principal provides guidance on improvements for underperforming faculty.

2. Non-Teaching Staff: - Assessed on punctuality, duty execution, proactiveness, and demeanor. - HODs provide routine feedback. - The Principal inspects facilities for cleanliness and organization, taking actionifneeded.

File Description	Documents
Paste link for additional information	https://skwomenscollege.ac.in/internal-quality-assurance-cell-2021-2022/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The accounts of the college are audited regularly. College maintains the proper account and records of internal and external audit.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

41.51

File Description	Documents
Annual statements of accounts	View File
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college's accounts are regularly reviewed through internal audits conducted by auditors appointed by the Internal Audit Committee, as well as external audits carried out by Chartered Accountants. The Balance Sheets, audited Financial Statements, and audit reports are initially presented to the internal audit team for review. Subsequently, they are forwarded to the General Body for further scrutiny and final approval.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) plays a key role in promoting and sustaining quality in the institution. It has institutionalized quality assurance by fostering a culture of continuous improvement and accountability.

IQAC sets quality benchmarks, ensures stakeholder participation, and uses feedback and data in overall improvemnt of the college. It promotes best practices, encourages innovation in teaching-learning, and supports professional development through various programs.

IQAC has built a strong internal system for ongoing quality enhancement, making it a collective responsibility of faculty, staff, and students.

File Description	Documents
Paste link for additional information	https://skwomenscollege.ac.in/iqac-meeting/
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The college regularly reviews its teaching-learning processes through regular collection of structured feedback from students on teaching quality, course content, delivery methods, and overall learning experience.IQAC conducts internal academic audits to assess syllabus completion, teaching methodologies, assessment patterns, and student performance.These periodic reviews help in identifying areas for enhancement and implementing necessary changes. The outcomes of such reviews are systematically documented, reflecting incremental improvements in academic and administrative activities over time.

File Description	Documents
Paste link for additional information	https://skwomenscollege.ac.in/iqac-meeting/
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://skwomenscollege.ac.in/iqac-meeting/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college is dedicated exclusively to women, eliminating the need for a gender audit. Key initiatives include:

Women's Studies Centre: Sponsored by the UGC, this Centre offers a Certificate Course in "Women's Studies." It also engages in research projects addressing women's issues, with findings published for public dissemination.

Grievance Redressal: A Women's Grievance Redressal Cell operates

under the Women's Studies Centre to tackle women's concerns effectively.

Awareness Programs: Regular extension and outreach activities are conducted to raise awareness about gender issues.

Safety and Security: The campus and Women's Hostel are monitored with 24/7 security. Additionally, self-defense training programs have been organized for students.

Counseling Services: The Women's Studies Centre includes a grievance cell that provides support to women facing issues in the district.

Facilities for Staff: A separate common room is available for women staff members.

Support for Working Women: The campus features a Working Women's Hostel and a Day Care Centre for young children, catering to the needs of working mothers.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste

management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management: The campus follows a segregation-at-source policy, with colour codedbins placed at strategic locations to separate biodegradable and non-biodegradable waste. Organic waste from the cafeteria and gardens is processed through compost pits to produce manure used in campus landscaping. Non-biodegradable waste like plastics and paper is collected regularly and handed over to the Nambol Municipal Council forrecycling. Awareness programsare conducted to encourage a zero-waste culture.

Liquid Waste Management: Liquid waste generated from hostels, laboratories, and washrooms is managed through a well-structured drainage system. Laboratory effluents are pre-treated before disposal to minimize chemical contamination.

These practices reflect the institution's commitment to eco-friendly operations and sustainable campus development.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for | B. Any 3 of the above

greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies	**C. Any 2 of the above**

of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college is committed to fostering an inclusive environment through various institutional initiatives that promote tolerance and harmony across cultural, regional, linguistic, communal, and socioeconomic diversities. It adheres to UGC reservation norms for the appointment of teaching and non-teaching staff, ensuring representation from disadvantaged communities.

To support students from diverse backgrounds, the college implements several key practices:

Special admissions privileges for socially backward students (ST/SC/OBC, minorities) through relaxed entry marks and various scholarships from college and government resources. Free education opportunities for economically disadvantaged yet deserving students, including those under the earn-and-learn scheme, with no cut-off marks for general courses and a 5% relaxation for professional courses. Provision of free education for differently-abled students, although currently there are none enrolled.

The college also promotes social responsibility and leadership through community services via NSS, Eco Club, and awareness programs on human rights and women's issues. By organizing cultural and literary events, the college enhances communication skills and citizenship roles, fostering communal harmony and national integration among studentsandstaff.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Our college prioritizes the promotion of constitutional values, rights, duties, and responsibilities among students and staff through a variety of initiatives. We operate two National Service Scheme (NSS) units and have established dedicated study centers, including the Women's Studies Centre and the Human Rights Studies Centre. Our clubs, such as the Say No to Drugs Club, Fitness Club, and Eco Club, actively engage the community in meaningful activities.

We conduct outreach programs addressing vital issues like Human Rights, Women's Rights, Legal Aid, Gender Equity, and Disaster Management. Additionally, we provide training in Food Processing, Biotechnology applications, and environmental sustainability, catering to the pressing needs of our community.

Furthermore, we celebrate significant national and international events, including Patriots Day, Teacher's Day, National Voter's Day, Irabot Day Celebration, National Science Day,World Environment Day, Swachhata Hi Seva,International Women's Day, etc . These activities ensure that our students and employees are well-informed and prepared to fulfill their roles as responsiblecitizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,	**B. Any 3 of the above**

administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Due to the ongoing ethnic violence in Manipur and the imposition of a total shutdown, the college was unable to organize many national and international commemorative days, events, and festivals. Consequently, only a few events could be conducted during this period.

- **The college celebrated International Women's Day 2024 on 8th March with great enthusiasm and purpose. The event focused on promoting gender equality and highlighting the importance of empowering women for a sustainable future.**

- **The college celebrated Teacher's Day 2024on 5th September to honour and appreciate the invaluable contributions of teachers in shaping the lives of students and fostering a culture of learning and growth.**

- **The college observed Jana Neta Irabot Day on 30th September 2023 to commemorate the birth anniversary of the renowned freedom fighter and social reformer, Jana Neta Hijam Irabot.**

As part of the celebration, a Social Service Camp was organized by NSS Unit I & II, where students and faculties actively participated in cleaning the campus.

- On 30th September 2023, S. Kula Women's College organized the Swachhata Hi Seva – Garbage Free India campaign.The programme was conducted by NSS Unit I & II in collaboration with the Internal Quality Assurance Cell (IQAC). As part of the campaign, a cleanliness drive was carried out in and around the college campus. NSS volunteers and faculty members actively participated in collecting and disposing of waste.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Best Practices: Immediate Support for Displaced Individuals

Objective: To provide immediate assistance to those displaced by ethnic clashes starting in May 2023.

Context: Significant displacement led to the establishment of relief camps in areas like Oinam, Leimaram, and Utlou, where individuals required basic necessities.

Practice: College staff organized fundraising initiatives and partnered with local NGOs to coordinate and streamline aid distribution.

Evidence of Success: Substantial funds and resources were raised, directly benefiting displaced individuals, with positive feedback

indicating that critical needs were met.

Challenges: Coordinating logistics for aid distribution and ensuring resources reached the most vulnerable populations.

2. Best Practices: Outreach Programme on Internally Displaced Persons

Objective: To understand the challenges faced by IDPs due to ethnic conflict in Manipur.

Context: The 2023 clashes significantly affected the Meitei community.

Practice: Conducted interviews with Meitei IDPs in various relief camps from May 17 to June 20, 2023, under an ICSSR project.

Evidence of Success: The data collected informed targeted support efforts by NGOs and government bodies.

Challenges: Logistical issues in accessing camps and managing sensitiveinterviews.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

S kula Women's College, an all-women's institution affiliated with the Manipur University, aims inempowering women and promoting gender sensitivity in education. The college offers a spacious and inclusive campus that caters to a wide range of student needs.

The college incorporates gender-sensitive teaching methods into its curriculum, encouraging students to challenge stereotypes, build confidence, and engage in interactive learning experiences such as group discussions, field trips, and community outreach. Moreover, the college prioritizes skill development through a range of short-term certification programs and vocational training, ensuring students gain industry-relevant expertise.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

S. Kula Women's College comprehensive action plan aims to

- **Enhance both academic and administrative excellence by focusing on infrastructure development, the implementation of the National Education Policy (NEP), faculty training, collaborations, and strengthening alumni relations. As part of its infrastructure improvements, the college plans to upgrade classrooms, laboratories, and digital facilities to create a modern, inclusive learning environment.**

- **Increasing the number of academic conferences and events will enhance the institution's visibility and foster greater academic dialogue. Strengthening alumni relations through networking opportunities, mentorship programs, and career guidance will provide ongoing support for both students and the college.**