

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2016-2017 (Nov. 2016 – June 2017)

I. Details of the Institution

1.1 Name of the Institution

Dimapur Government College

1.2 Address Line 1

Oriental Colony.

Address Line 2

Dimapur

City/Town

Dimapur

State

Nagaland

Pin Code

797112

Institution e-mail address

dimapurgovtcollege@gmail.com

Contact Nos.

03862-248291

Name of the Head of the Institution:

Ngangshikokba Ao

Tel. No. with STD Code:

03862-248291

Mobile:

9436003347

Name of the IQAC Coordinator:

Dr. M L Ngullie

Mobile:

9436266507

IQAC e-mail address:

dgc_iqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.21	2015	2020
2	2 nd Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

i. AQAR 2015 – 2016 (for the period Nov. 2015 – Oct. 2016) submitted on 17/11/2016

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

- .Community College
- IGNOU Study Centre
- Floriculture,

1.11 Name of the Affiliating University (*for the Colleges*)

Nagaland University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt. / University

No

University with Potential for Excellence

No

UGC-CPE

No

DST Star Scheme

No

UGC-CE

No

UGC-Special Assistance Programme

No

DST-FIST

No

UGC-Innovative PG programmes

No

Any other (*Specify*)

No

UGC-COP Programmes

No

2. IQAC Composition and Activities

2.1 No. of Teachers

10

2.2 No. of Administrative/Technical staff

03

2.3 No. of students

0

2.4 No. of Management representatives

0

2.5 No. of Alumni

0

2.6 No. of any other stakeholder and community representatives

0

2.7 No. of Employers/ Industrialists

0

2.8 No. of other External Experts

03

2.9 Total No. of members

16

2.10 No. of IQAC meetings held
(From Nov. 2016 to 31/07/2017)

13

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes:

1. Japanese Invasion of the Naga Hills 1944 – presented by Dr. A . Nshoga Rengma Department of History at the Seminar held on 6th August 2016
2. Rabindra Nath Tagore: The great educator of International repute - presented by Mrs. Chhanda Datta, Department of MIL-Bengali at the Seminar held on 17th September 2016
3. An Introduction to Folklore – presented by Ms I. Suzzana Yaden, Department of English at the Seminar held on 6th Dec. 2016
4. Role of Neighbourhood socio-cultural and religious homogeneity in housing choice of Dimapur Town – presented by Vitsosie Vupru, Department of Economics, at the seminar held on 18th March 2017
5. Community Participation in the Health Sector in Khuzama village, Nagaland through communitization programme by Dr. Hannah Tia, Department of Sociology at the seminar held on 17th June 2017.

2.14 Significant Activities and contributions made by IQAC

1. Organized a Talk on Gender Sensitization Dt.22/06/2017
2. Conducted Students' Feedback of teachers Dt. 14/03/2017
3. Organized Teachers Exchange Program as per Best Practice No.2
4. Provided Financial Assistance to Research Committee
5. Published the Annual Journal of the College
6. Organized Remedial Classes throughout the semester

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes:

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NA	NA	NA	NA
PG	NA	NA	NA	NA
UG	02	Nil	Nil	Nil
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	01	Nil	Nil	Nil
Certificate	01	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil
Total	04	0	0	0
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

- BA Course, B Com. Course
- UGC Community College that runs Diploma Course in Tourism and Hospitality Management
- Under RUSA, the College runs a UGC Sponsored Certificate Course in Floriculture

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of Programmes
Semester	15✓ ie. BA-6, B.Com.-6 Diploma in Tourism and Hospitality Management run by Community College -2, and Certificate Course in Floriculture under RUSA-1.
Trimester	Nil
Annual	Nil

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

*Please provide an analysis of the feedback in the Annexure

- An analysis of the feedback from parents enclosed in annexure – Annexure -1
- An analysis of the feedback from alumni enclosed in annexure – Annexure -2
- An analysis of the feedback from students enclosed in annexure –Annexure – 3

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No. Syllabus is solely prepared or modified by the University

1.5 Any new Department/Centre introduced during the year. If yes, give details. No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
47	28	19	0	0

2.2 No. of permanent faculty with Ph.D.

08

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
02	02	0	0	0	0	0	0	02	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

01	0	0
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- A teacher is being outsourced to teach Floriculture.

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	0	0
Presented papers	0	01	01
Resource Persons	0	0	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

<ul style="list-style-type: none"> ➤ Use of Audio and visual aid (ICT) in the classroom ➤ Study tours organized by various departments ➤ Advanced reading methods used by some faculties in class ➤ Study materials are distributed to students through electronic media ➤ Group activities introduced in the classroom by some teachers ➤ Special folders maintained in the Library computers to distribute study materials to students
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2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Yes

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

02

03

01

as member of Board of Study/Faculty/Curriculum Development workshop

- 2 Teachers are members of Board of Undergraduate Studies N.U
- 3 Teachers are members of Curriculum Committee at Institution level
- 1 Teacher is a member of University Academic Council (NU)

2.10 Average percentage of attendance of students

90

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division (Grading)								Pass %
		CGPA	0	A	B	C	D	E	F	
2 nd Sem B.Com	89									
2 nd Sem BA	252									
4 th Sem B.Com	182									
4 th Sem BA	233									
6 th Sem B.Com	59			-	3	4	0	0	52	11.86
6 th Sem BA	252			-	16	100	33	-	102	59.12
Community College	21									71.42
Floriculture	17									15 Passed
										88.23
										15 Passed

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- IQAC through the Research Committee publishes Annual College Journal regularly
- IQAC through Research Committee organizes Interdepartmental seminars regularly
- IQAC monitors the students' attendance and wearing of proper uniform
- IQAC monitors students performance assessment through Students' Assessment Committee
- IQAC analyses the results of every semester exam in the faculty and HOD meetings
- IQAC organises Parents, students, and Alumni Feedback exercises
- IQAC through Magazine Committee publishes Annual College Magazine regularly
- IQAC organized Students Orientation Programme every year
- IQAC obtains teaching plan from every teacher for effective teaching and learning process

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	NA
UGC – Faculty Improvement Programme	NA
HRD programmes	NA
Orientation programmes	01 (facilitated a teacher to participate)
Faculty exchange programme	02
Staff training conducted by the university	NA
Staff training conducted by other institutions	0

Summer / Winter schools, Workshops, etc.	03 (facilitated for participation)
Others	03

- A teacher was sent to NEHU Shillong for Orientation Prog. from 23/01/2017 to 19/02/2017
- 2 teachers were sent to Unity College Dimapur under Faculty exchange programme, to take class
- 1 teacher attended a consultative workshop on Examination Grading Scale on 8/12/2016 at Nagaland University
- A teacher attended a seminar and presented a paper on Dimapur – The city of Bricks from 8/11/2017 to 10/11/2017 in NEIHA, Sikkim
- A teacher presented a paper in a National seminar at Tetso college Dimapur on Nov. 26 2016
- 1 Teacher attended a Book Launch programme at Tetso college Dimapur on 19/6/2017
- 1 teacher presented a paper on Communitisation in interdepartmental seminar in June 2017

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	62	0	0	0
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Organizing monthly Inter-departmental seminars based on research findings of the respective teachers
- Regular talk on the method of undertaking research and writing project.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	0	0	0	0

3.4 Details on research publications

	International	National	Others
Peer Reviewed Journals	01	0	12
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects <i>(other than compulsory by the University)</i>	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

- ISBN No. 978-93-86256-62-1 Health and Well Being among Children and Youth in India by Rukuoviu *et al.* Department of Psychology.
- ISBN No. 978-1-946714-37-4 Quality of Life in Dimapur and Its Periphery by Dr. M L Ngullie, Department of economics

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP	NA	CAS	NA	DST-FIST	NA
DPE	NA			DBT Scheme/funds	NA

3.9 For colleges

Autonomy	Nil	CPE	Nil	DBT Star Scheme	Nil
INSPIRE	Nil	CE	Nil	Any Other (specify)	01

- Under RUSA the College is receiving funds for a Certificate Course in Floriculture

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies	NA	NA	NA	NA	NA

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

- An MOU signed with a Unity College for exchange of teachers
- An MOU signed with a party to run Girls' Hostel
- 2 MOUs signed with Business Establishments in Dimapur
- The College collaborated with Hyderabad University to conduct Entrance Test for 2017
- The College collaborated with ISI Kolkata and conducted Entrance Test for 2017

3.14 No. of linkages created during this year

- The College signed 2 MOUs with Business Establishments in Dimapur

3.15 Total budget for research for current year in lakhs :

From Funding Agency	Nil	From Management of University/College	.40 lakhs
Total		.40 lakhs	

3.16 No. of patents received this year -

NA

Type of Patent		Number
National	Applied	NA
	Granted	NA
International	Applied	NA
	Granted	NA
Commercialised	Applied	NA
	Granted	NA

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	District	College
0	0	0	0	0	0	0

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

0

0

3.19 No. of Ph.D. awarded by faculty from the Institution

Nil

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

NA

SRF

NA

Project Fellows

NA

Any other

0

3.21 No. of students Participated in NSS events:

University level

32

State level

0

National level

0

International level

20

3.22 No. of students participated in NCC events:

University level

111

State level

107

National level

25

International level

0

3.23 No. of Awards won in NSS:

University level

Nil

State level

Nil

National level

Nil

International level

Nil

3.24 No. of Awards won in NCC:

University level

0

State level

0

National level

03

International level

0

3.25 No. of Extension activities organized

University forum

NA

College forum

01

NCC

01

NSS

0

Any other

0

- College NCC organized Cleaning and Plantation program in Purana Bazar, Dimapur
- College Green Team organized Cleaning Program in various areas of Dimapur

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Planting of Trees and Flowers along the National Highway which passes along the College campus
- Cleanliness drive and plantation on World Environment Day by the College Community
- 2 teachers went as Subject experts in Nagaland Public Service Commission Examination for recruitment of teachers as mentioned in 3.12
- 1 teacher went as Subject expert for selection of B.Ed. students for admission.
- 2 teachers went as subject expert to other colleges for recruitment of teachers
- Community College conducted workshop on Hospitality and Tourism in Nagaland on 15/06/2017 at Pranabananda Women's College.
- The College conducted Entrance Test for Hyderabad University.
- 7 teachers also invigilated in the Entrance Test of Hyderabad University
- The College conducted Entrance Test for Indian Statistical Institute Kolkata
- The College Auditorium was let out to various organizations for holding functions.
- 6 teachers took part in setting questions for other university's examinations
- 2 teachers took part in scrutiny of NPSC scripts
- Several teachers served as Master Trainers and Presiding Officers in the Municipal Elections.
- Several teachers are working as Academic Counsellor IGNOU, Dimapur Govt. College Campus
- The College Campus is utilised by IGNOU for academic activities
- Teachers are appointed as subject experts in various colleges
- 1 teacher was involved in setting question for NPSC exams.
- A delegation from the College visited and gave donation to Kohima Science College following the fire incident that destroyed the Science Laboratory.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	60703 sqm			60703 sqm
Class rooms	17			17
Laboratories	01			01
Seminar Halls	01			01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		01 Unit		01Unit
Value of the equipment purchased during the year.		9.0 Lakh	Internal	9.0 Lakh
Others (AC, Laptop, LCD Projectors, Camera, Computer Printers, Projector Pointers etc.)		5.25 Lakh	College Development Fund	5.25 Lakh

- One Power Transformer acquired and installed.

4.2 Computerization of administration and library:

Yes

4.3 Library services: Computerization of Library was completed on 10th March 2016 as reported in the last AQAR.

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6150	17.31Lakh	505	1.5 Lakh	6655	18.81Lakh
Reference Books	475	2.28 Lakh	73	45000	548	2.73Lakh
e-Books	135000				135000	
Journals	04	.11 Lakh				.11Lakh
e-Journals	6000				6000	
Digital Database						
CD & Video	17				17	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	43	16	BSNL			13	11	03 (Lib)
Added	12	5	Jio-net			03	02	02
Total	55	21				16	13	05

4.5 Computer, Internet access, training to teachers and students and any other programme for technology Up-gradation (Networking, e-Governance etc.)

➤ A Computer Education Programme is being initiated through the Ministry of Human Resources Development, Govt. of India, New Delhi

4.6 Amount spent on maintenance in lakhs :

i) ICT	.40
ii) Campus Infrastructure and facilities	4.00
iii) Equipments	.08
iv) Others	.90
Total :	5.38

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- 15 students were awarded stipend by the Students' Welfare Fund Committee sponsored by the Teaching Faculty.
- College organized Students Orientation Programme every semester.
- Various programmes like mentoring, Remedial classes etc., are organised for the students.
- Organises Career awareness/ Guidance Programmes for students.
- Awards are given to meritorious students of the College.

5.2 Efforts made by the institution for tracking the progression

- All the past students are enrolled into Alumni Association
- Every Department is maintaining the students' progression record
- The College maintains monthly attendance records of the students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1058	NA	NA	15

(b) No. of students outside the state

48

(c) No. of international students

Nil

Men

No	%
515	48.6

Women

No	%
543	51.32

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
69	11	881	30	03	994	60	16	949	32	01	1058

Demand ratio -

3:1

Dropout % -

63.39

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

No such activity yet undertaken

No. of students beneficiaries

NA

5.5 No. of students qualified in these examinations

NET	NA	SET/SLET	NA	GATE	NA	CAT	NA
IAS/IPS etc	NA	State PSC	NA	UPSC	NA	Others	NA

5.6 Details of student counseling and career guidance:

- All teachers are allotted 5-6 students in an academic session to mentor. In the course of mentoring students counselling is given.
- Career Guidance programmes are organized frequently and professionals from various departments are invited to give a talk.

No. of students benefitted

1058 and 171 for mentoring and Career Guidance respectively

5.7 Details of campus placement

<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
06	24		04

5.8 Details of gender sensitization programmes

01

- Gender Sensitization programme was held on June 20 2017. For this programme a Resource Person Smti Sara S Jamir, NCS, Addl. Deputy Commissioner, Dimapur, was invited to speak on the occasion.

5.9 Students Activities:

5.9.1 No. of students participated in Sports, Games and other events:

State/ University level Nil National level Nil International level Nil

No. of students participated in cultural events

State/ University level 50 National level Nil International level Nil

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level Nil National level Nil International level Nil

Cultural: State/ University level 05 National level Nil International level Nil

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	15	72000
Financial support from government	679	507982
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student Organised / Initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

- Plantation activities carried out by the College Community under Dimapur Municipal Council Programme.
- Social work carried on the World Environment Day on 5th June 2017

5.13 Major grievances of students (if any) redressed: Various grievances of the students received through students' feedback and the Grievances Box were addressed by the College authority.

Criterion – VI

Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- **Vision** : Impact Through Quality Education
- **Mission:**
- ✓ To provide Quality Education so that the learners can become responsible social assets
- ✓ To strive towards excellence by motivating students to explore their potentials to the fullest and fulfil their aspirations
- ✓ To empower students with knowledge and skills that will prepare them to face the challenges and equip them for creative leadership in an ever changing world.
- ✓ To encourage students to cultivate independent thought and spirit of enquiry that will contribute and foster the ideals of global citizenship
- ✓ To nurture the values of integrity, tolerance and respect for diversity.
- ✓ To create a community of learners capable of becoming agents of change for social betterment in meaningful and positive ways, to lead and serve in various aspects of human activity.

6.2 Does the Institution have a management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Yes

6.3.2 Teaching and Learning

Use of ICT, Educational tours etc.

6.3.3 Examination and Evaluation :

- Moderation of marking is done by the HoDs
- Analysis of students examination result is done by the management
- Setting of question papers and evaluating the answer scripts for 1st, 2nd, 3rd and 5th Semesters by the teachers
- 75% attendance is mandatory for students to qualify for External Exams as per University norms
- Teachers give constant feedback on the performance of the students

6.3.4 Research and Development

- The College Journal (Refereed journal) vol-1, issue -3 was published
- Monthly Inter-Departmental Seminar is conducted

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library:
 - ✓ Library Facility Exchange Agreement made with Unity College where students can access their library and vice versa.
 - ✓ Separate Registers are maintained for faculty/staff and students for library visits.
 - ✓ Two stands were provided for newspapers in the reading room.
 - ✓ The library has been carpeted with Linoleum carpets.
 - ✓ Laptop, Camera LCD projectors and Fans were purchased
 - ✓ Power Transformer was purchased and Installed
 - ✓ Installed Air Conditioners in one classroom

6.3.6 Human Resource Management

- Employees (both teaching and non teaching) are involved in various committees within and outside the College
- Faculty exchange program organized for teacher exposure
- Two teachers went on deputation to other government departments.
- Four teachers are on study leave
- One teacher attended Orientation Programme, Three attended Summer/Winter School and workshops etc., and two attended Seminar.
- Performance of faculty is measured through students' feedback.

6.3.7 Faculty and Staff recruitment

NA

- The College being a Government Institution, recruitment of staff is not done by the College

6.3.8 Industry Interaction / Collaboration

- Various Institutions, Colleges/Universities, Coaching institutes Business organizations from within and outside the state viz. British institutes, Computer institutes/ICT etc., conducted seminars/workshop etc., for the students.
- Community College signed MoUs with Hotel Acacia, Hotel Lake Shilloi and Niathu Resort, 7th mile, Dimapur for collaborative efforts for skill development of the students.

6.3.9 Admission of Students

➤ In the current year also students were admitted to the 1st Semester classes (Arts and Commerce) on merit basis. Number of students enrolled in each semester is given below:

B.com. 1 st Semester	- 93	BA 1 st Semester	- 301
B. Com 3 rd Semester	- 88	B.A 3 rd Semester	- 241
B.Com 5 th Semester	- 82	B.A 5 th Semester	- 260

➤ 7 students have since left the College for better avenues

6.4 Welfare schemes for	Teaching	Rs. 50000
	Non teaching	Rs. 31500
	Students	Rs. 72000

6.5 Total corpus fund generated Rs. 153500

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Higher Education, Govt. of Nagaland	Yes	Principal
Administrative	Yes	Higher Education, Govt. of Nagaland	Yes	Principal

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes NA No NA

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not applicable for affiliated colleges

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

University allows the colleges to conduct internal exams

6.11 Activities and support from the Alumni Association

- Enrols past students in Alumni Association that enables us to track their progression
- Alumni Association initiates development programmes in the College
- Organizes sports activities for fraternity of the College community,

6.12 Activities and support from the Parent – Teacher Association

- Organizes meeting of parents and guardians of the students and teachers
- Feedback exercise is carried out during PTA meetings
- Collected details of the parents and guardians of the students for better communication

6.13 Development programmes for support staff

- Counselling and advice given to a number of support staff in relation to discharge of their official duties.
- Certain support staff were given financial assistance in times of need

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Initiated plantation and cleanliness drive with the theme 'Greener Campus' on 5th June 2017, World Environment Day
- The College campus is declared and maintained as 'No Tobacco Zone'. In this connection the District Tobacco Control Cell Dimapur, Nagaland, has awarded a certificate to the College

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Written tests were conducted during the time of admissions for all students wishing to take honours in any subject.
- Educational tours were undertaken to various sites like the World War-II Cemetery (Kohima, Nagaland), Dimasa Kachari ruins (Dimapur, Nagaland), Kaziranga National Park (Kaziranga, Assam), Juvenile Home Pherima, Nagaland

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Action taken in line with the Plan of Action
Publication of Vol.1, Issue-3, year 2016-17 of the College Journal
Purchased LCD Projector, Laptop, Camera etc.
MOU signed with Unity College on 15/03/2017 for teacher exchange programme
Analysed the Semester Results in the faculty meeting dated 23/06/2017

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Student Welfare Fund has been constituted with contributions from the Principal and Teachers in order to assist the needy students. *Annexure-4*
- Teacher Exchange Program has been undertaken with Unity College, Dimapur, Nagaland. *Annexure-5*

**Enclosed annexure- iv, v*

7.4 Contribution to environmental awareness / protection

- Trees and plants which were planted previously are being maintained
- Plantation drive was held on 5th June, 2017
- Environmental awareness and protection is created in the minds of the students through teaching of EVS subject in the class

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths:

- Teachers updating each other in the form of Inter-departmental seminars
- Strong and dedicated group of teaching faculty
- Teachers maintain high moral standard in the society
- A new Power Transformer has been acquired recently
- Adequate manpower in most of the departments

Weakness:

- Slow progress in research activities leading to higher degrees for teachers
- Inability to admit more students due to lack of infra-structure

Opportunities:

- Availability of land space for further development
- Increase in both quantity and quality of students seeking admission in the College
- Scope for introduction of Science Stream and PG courses

Threat:

- Land encroachment from other departments
- Old building structure and the fencings

8. Plans of institution for next year

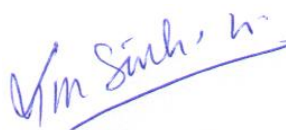
- Organize a state level seminar
- Encourage teachers to do research works
- Strive for better results of the students
- Opening of new sections for BA 1st semester

Name: M. L NGULLIE



Signature of the Coordinator, IQAC

Name: NGANGSHIKOKBA AO



Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

FEEDBACK FROM PARENTS

The College gives due importance to all the stakeholders of the institution. Parents and Guardians of the students are part of it. To have a better coordination with them the College authority has set up a separate Committee called Parents –Teachers Association Committee (PTA). This Association is headed by the Convener with three members, mostly drawn from the teaching faculty. From time to time this committee invites the parents and guardians of the students to the College to discuss issues related to the welfare of the students. The College take advantage of such meetings in taking feedback from them.

During the period under report, a Parent-Teacher Meeting was held on 7th December 2016 where a feedback exercise was also carried out. Some of the responses received from the parents/guardians are as follows:

1. Parents and Guardians acknowledged the importance of Parents–Teachers meeting to analyse the progress of their children/wards. They expressed the desire to hold such meetings as often as possible. They also requested the committee to give information in advance for so that more parents and guardians can attend. It was also suggested that Parents–Teachers meeting should be made compulsory for all the parents/guardians.
2. The parents also expressed their satisfaction over the teaching-learning process of the College. However, they were of the view that the college needs further improvement in terms of physical development like infrastructure, hostels and buses in order to meet the changing needs of time.
3. Presently the College has two streams namely Arts and Commerce stream. They have suggested that the college should start the Science Stream also in the near future.
4. They also stressed on the importance of discipline in the college and suggested that the college should work towards improvement in the general discipline of the students.

After having gone through the feedback of the parents and guardians the College has taken a number of corrective measures as given below;

- a) Physical development activities has been stepped up by seeking funds from various sources. As a case in point, the College has acquired a powerful Transformer to augment the power supply in the College. Construction of Science Block has begun. Air Conditioners have been installed in a few classrooms. The College has sought for introduction of more subjects like Mathematics, Hindi and Statistics.
- b) The Principal also instructed the Parents-Teachers Association to hold meetings at least once every semester and get regular feedback of the parents/guardians.
- c) In regard to improvement of discipline in the College, the Principal has responded to it by taking a number of measures like setting up a committee to enforce College Uniform, re-enforcing the old committees to ensure cleanliness of the College Campus, maintaining “Tobacco Free Zone” etc.

FEEDBACK FROM ALUMNI ASSOCIATION

During the last fifty years of its existence the college has produced a lot of successful Alumni who have been placed in good positions in life. The Alumnus has an Association of its own which is functioning actively and the College maintains a close link with the members. To have a better coordination with the Alumni Association the College also formed a committee by the name of "Alumni Committee", headed by the convener and four members drawn from the teaching community and the staff.

The Committee meets from time to time and also organizes meeting of the Alumni members. A joined meeting of Alumni Association and the College Alumni Committee was conducted on 27/06/2017. During the meeting a feedback exercise was also conducted. Some of the feedbacks received from the Alumni Association are as follows:

1. The members expressed their gratitude to the College for organizing a meeting of the teachers and alumnus. To maintain a good relationship with the College the members of Alumni Association suggested that we should organize a sports event for them during the College Sports Week.
2. To keep pace with the fast changing world, they have also suggested that the College need to develop its infrastructure. They also assured us of cooperation in all such endeavour in the future.
3. The members also suggested that the Alumni Association needs to be registered.

Action taken report

After having gone through the feedback from the members of Alumni Association, the College has taken a few steps which are given below:

- a) For the suggestion of organizing sports items for the alumni members during the sports week, the members expressed their willingness to organize friendly match between the College team and the Alumni team on some national holidays.
- b) The Alumni Committee has started processing for registration of 'Alumni Association' which is expected to complete in the near future.
- c) The College has stepped up its physical development efforts as given in the annexure-11

FEEDBACK FROM STUDENTS

Students' Feedback is sought every semester to know the performances of the teachers. In the last semester also such exercise was carried out on 14/03/2017. Students from both Commerce and Arts streams participated in it. The responses received from the feedback exercise were examined by the Principal.

It was found that some teachers received adverse remarks while the majority of them received positive remarks from the students. Having gone through the responses painstakingly, he took some corrective measures by way of giving special counseling to those teachers who received adverse remarks. To those teachers who received positive responses from the students, he called and appreciated them. Such action from the Principal truly encouraged them.

On the whole the feedback exercise gave a very positive impact on the functioning of the College. With subsequent feedback exercise in the pipeline, it is expected that the overall performance of the teachers would improve further.

Best Practice - 1

1. Title of the Practice - Students' Welfare Fund

2. Goal

The aim of the Students' Welfare Fund is to provide financial assistance to poorest students studying in our college. Since it is a government institution where the fee is much lower compared to any competitive private institutions, many poor families who cannot afford to send their children out of the state or to private institutions within the state, send their children to our college. Further, many poor students from rural and far flung areas of the state, come to study here for lack of good institutions in the peripheral regions. Both these factors contribute in pushing up the population of poor students in the College.

The aim of the fund is to cater to the needs of a few extremely poor and disabled students to tide over their financial problems and continue to study for better prospects in life.

3. The Context

The College has 1065 undergraduate regular students. As mentioned above, the number of poor students is quite high so it is not possible to cater to the needs of all of them due to finance crunch. Thus the Committee selects a few poorest of the poor students especially those without parents, and extend minimum financial assistance to them. The amount is fixed at Rs.400/- per month per student for 12 months subject to renewal after 1 year.

The scheme started a few years ago by giving stipend to 8 students followed by 10 students the next year. In 2016, the number has gone up to 15 and is expected to increase in the subsequent years.

The greatest challenge for the committee is scarcity of resources as the need is more but the sources of fund is limited. Therefore, the committee is actively involved in locating resources to continue the good work through different sources which is really challenging. In the current year also a number of individual teachers and Departments have come forward to donate more for this noble effort.

4. The Practice

The idea evolved in the IQAC meeting a few years ago. The house had a thorough discussion and resolved to create a "Students' Welfare Fund" with a goal to offer minimum financial assistance to a few poor students of the College. The members voluntarily contributed Rs.5000/- each as a Seed Money towards the venture.

The agenda was placed in the next Faculty Meeting with the news that the IQAC members have donated the above amount for the cause. To this the rest of the teachers agreed to contribute an equal amount. The collected amount was handed over to the principal. Following this, the principal appointed a 5 member committee and entrusted them to manage the fund.

The Committee decided to keep the amount in the bank as Seed Money and utilize the interest portion for giving stipend to poor students. The number of students getting stipend increase every year as the teachers continue to contribute more and more to the Fund.

Recently, an arrangement has been made that each department would support one student through this fund. The suggestion went down well with the teachers. This idea will be implemented from the current academic session. In the meanwhile, efforts are on to mobilize more funds through different ways and means.

5. Evidence of Success

Initially the fund provided stipends to 8 poor students which went up to 10 the next year. This year it has risen to 12. In the subsequent years, it is decided to increase by two. In the meanwhile the departments are coming out voluntarily to sponsor one student each. That has pushed up the number of stipend to 15 as mentioned above. It is expected that with more funds coming in, the number of

poor students' stipend will continue to grow.

As the needs grow, we intent to mobilize more resources from various sources. The army, the corporate bodies under (CSR) and even the government agencies could be roped in to provide more funds for the welfare of the poor students studying in our college.

6. Problems Encountered and Resources Required

Such practice requires resources. Fortunately, teachers of this College are highly giving in nature. They are ever ready to contribute for a good cause. Since they are in the high class category in terms of salaried income, they have the capacity to donate more for such a cause. At the same time, the Committee members are quite expert in procuring and managing funds. This is a bonus to the survival of the scheme.

7. Notes (Optional)

This is a small step to "brighten the corner where we are" as teachers. But such a small gesture often results in giant impact on the life of a poor student. Therefore, it may be recommended that a small action such as this is worth a try by all educational institutions.

8. Contact Details

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Best Practice No.2:

- 1. Title of the Practice** - **Intra-college Teachers Exchange Programme**
- 2. Goal** - a) To provide quality education to the students,
- b) To provide exposure to the teachers and students

3. The Context

Interaction is a part of learning process and exchange of teaching faculty with other institutions is expected to increase the prospect of enhancing quality education among the participating units. The practice of exchange of teachers would enable our teachers to go to those private colleges and enrich the students by their rich experiences. At the same time, the relatively younger teachers of the private institutions would gain experience from exposing themselves to a new teaching environment in government institutions like ours.

4. The Practice

The main thrust of the programme is the exchange of teachers between two or more colleges. This is very simple practice in which a set of teachers would be sent to a particular college with specific assignment to teach a few units of a particular paper. The teachers would be given specified period say a week or a fortnight in which she/he has to teach the topic (s).

5. Evidence of Success

Upon signing of an MOU with Unity College, Dimapur, one teacher came to our college to teach a paper. Two teachers from our College have also gone to Unity College and completed the teaching assignment successfully. More teachers from both the colleges are volunteering to participate in the exercise.

The response of the students is overwhelming. The students simply look forward to meeting with the new teacher to learn new things from a guest teacher. The teachers also enjoy teaching in a new environment. This atmosphere encourages both the teacher as well as the students to participate better in the teaching-learning exercise.

6. Problems Encountered and Resources Required

Since the concept is new, people feel conspicuous about it. Teachers hesitate to venture out to other colleges to teach there. Other college teachers also feel unsure to teach in our College where quality and quantity of students are more.

Contact Details

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