



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	United College
• Name of the Head of the institution	Dr BD Thumdal Anal
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03872232669
• Mobile No:	8131992269
• Registered e-mail	principalunitedcollege@gmail.com
• Alternate e-mail	unitedcollege2006@gmail.com
• Address	United College, Lambung, Chandel, Manipur-795127
• City/Town	Japhou Bazar, Chandel
• State/UT	Manipur
• Pin Code	795127
<b>2.Institutional status</b>	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	<b>Manipur University</b>				
• Name of the IQAC Coordinator	<b>Dr Mohd Mustaque Ahmed</b>				
• Phone No.	<b>03872232669</b>				
• Alternate phone No.	<b>9362839811</b>				
• Mobile	<b>9362839811</b>				
• IQAC e-mail address	<b>unitedcollege2006@gmail.com</b>				
• Alternate e-mail address	<b>mustaqueahmed132@gmail.com</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://www.unitedcollegechandel.ac.in/download/202241921048735_AQAR_2019-20.pdf">https://www.unitedcollegechandel.ac.in/download/202241921048735_AQAR_2019-20.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.unitedcollegechandel.ac.in/download/2022116234052777_ACADEMIC%20CALENDAR%2020-21.pdf">https://www.unitedcollegechandel.ac.in/download/2022116234052777_ACADEMIC%20CALENDAR%2020-21.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.53</b>	<b>2006</b>	<b>17/10/2006</b>	<b>17/10/2011</b>
<b>6.Date of Establishment of IQAC</b>			<b>01/09/2006</b>		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			<b>Yes</b>		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			<b>2</b>		

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>- Different filled in metrices of NAAC -SSR format as a part of mock preparation was submitted to the mission 2.5+NAAC, Directorate of Univ. &amp; Hr. Edn., Govt. of Manipur - Workshop on the use of ICT tools was conducted on 4/1/2021 - One day sensitization programme on Mission 2.5+ NAAC was organised in the Science Block on 25 March 2021</p>		
<b>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</b>		
Plan of Action	Achievements/Outcomes	
<ul style="list-style-type: none"> <li>-Training to prepare NAAC-SSR format and submission of metrices to the Mission 2.5 + NAAC, Directorate of University &amp; Hr. Edn., Govt. of Manipur</li> <li>-Workshop on the use of ICT tools for teaching and learning</li> <li>-To conduct sensitization programme on Mission 2.5+ NAAC</li> <li>-To conduct sensitization programme on NEP 2020</li> </ul>	<ul style="list-style-type: none"> <li>- Different metrices of NAAC -SSR format were submitted to the Mission 2.5+ NAAC, Directorate of Univ. &amp; Hr. Edn., Govt. of Manipur - Workshop for teachers and students on the use of ICT tools was conducted on 4/1/2021 - One day sensitization programme on Mission 2.5+ NAAC was organised at Science Block of the College on 25 March 2021</li> <li>- One day sensitization programme on NEP was conducted in the Multipurpose Hall of the College on 12th April, 2021</li> </ul>	
<b>13. Whether the AQAR was placed before</b>	No	

<b>statutory body?</b>	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020	23/02/2022
<b>Extended Profile</b>	
<b>1. Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	13
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2. Student</b>	
2.1 Number of students during the year	661
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	545
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	144

Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1		<b>54</b>
Number of full time teachers during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
3.2		<b>68</b>
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1		<b>15</b>
Total number of Classrooms and Seminar halls		
4.2		<b>13,58,893.41</b>
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		<b>21</b>
Total number of computers on campus for academic purposes		
<b>Part B</b>		
<b>CURRICULAR ASPECTS</b>		
<b>1.1 - Curricular Planning and Implementation</b>		
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process		
Striving for attainment of curriculum delivery was planned in a way that the whole syllabus was ensured to teach within the period stipulated by the affiliating university. Arrangements for curriculum delivery was arranged in such a way that the entire		

syllabus was guaranteed to be taught within the time frame set by the affiliating university. The new session and conduct of lessons were announced to all teachers, and the timetable was posted on the noticeboard. All departments were made aware of the situation. A student induction programme was held. Internal assessments of various courses in various programmes were undertaken on a regular basis. Furthermore, during the academic term, unit tests, assignments, and project work(s) were completed. The semester end examination was announced via WhatsApp groups by releasing examination schedules and the deadline for filling up examination forms. The classes taken report was submitted to the Directorate of University and Higher Education, Government of Manipur. Students were mostly informed about the examination process through whatsapp groups. The Covid -19 pandemic disrupted the session. Normal classes and evaluations were conducted via whatsapp, google classrooms and google meeting links, respectively, due to the shutdown caused by Covid 19. Due to the Covid-19 outbreak, certain subject-specific field work was not possible. Alternative project work methods, on the other hand, were assigned to students.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

(a) The academic calendar and therefore academic activities during 2020-21 session was badly impacted due to Covid-19 pandemic. However, the teachers gave dedicated attention to complete allotted works. The physical classes could not be carried out due to imposition of full lockdown.

(b) The head of the institution and HODs checked on the progress of syllabus coverage/internal assessment on a regular basis via whatsapp group and telephone conversation.

(c) Student performance during Continuous Internal Evaluation (unit exam, assignment, project work, group discussion) conducted via online means assisted concerned teachers in reviewing the students' status. If there was any unsatisfactory performance, the requisite

remedial measures for re-assessments were taken.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://www.unitedcollegechandel.ac.in/download/2022116234052777_ACADEMIC%20CALENDAR%2020-21.pdf">https://www.unitedcollegechandel.ac.in/download/2022116234052777_ACADEMIC%20CALENDAR%2020-21.pdf</a>

**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. 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**

**D. Any 1 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 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**

13

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

0

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 )	No File Uploaded

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

18

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

18

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

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

Professional ethics and gender are examples of issues covered in subjects like English and Education. Gender concerns are taught in subjects like English. The study of human values is part of the Political Science and Anthropology curriculum.

Ecological and environmental problems are included in subjects such as Zoology, Botany, and Education. Environmental education is a distinct area of study in the field of education. Environmental contamination and its prevention are covered in the curriculum of Education. The following methods are used to teach the Manipur



**University syllabus, which includes environmental and sustainability aspects of our surroundings.**

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	<a href="#">View File</a>

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

**5**

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
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)	<a href="#">View File</a>

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

**16**

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

<b>1.4 - Feedback System</b>	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>C. Any 2 of the above</b>
<b>File Description</b>	<b>Documents</b>
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<b>No File Uploaded</b>
Any additional information(Upload)	<b>No File Uploaded</b>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>C. Feedback collected and analyzed</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<a href="https://www.unitedcollegechandel.ac.in/download/202255211010986_Feedback_SSS_202021.pdf">https://www.unitedcollegechandel.ac.in/download/202255211010986_Feedback_SSS_202021.pdf</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
<b>1090</b>	
<b>File Description</b>	<b>Documents</b>
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#">View File</a>
<b>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</b>	

supernumerary seats)

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

642

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

The College analyzed students' learning levels and implemented the following remedial programs for students with various learning abilities:

Measures implemented to improve advanced learners include:

(i) Special assignments inside or beyond the course were given to expand students' understanding.

(ii) Students were offered group discussions on certain themes, microprojects, and other activities to help them improve their thinking skills. There were online debates.

(iii) Using quiz-style tests and activities to catch the attention of students in the lesson was employed.

(iv) Students were given the opportunity to participate in discussions on famous scientists in order to have a more comprehensive and inspired understanding of their topic of study.

Slow learners' academic performance was improved by the following measures:

(i) Subjects were taught through extra measures, with specific focus paid to the subjects/titles for which students were determined to be slow learners.

(ii) The students were given simple and easy-to-understand notes/power point presentations on important topics.

(iii) The foundations/basics of learning were given special attention in order to bring all students up to a certain learning level.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
661	54

File Description	Documents
Any additional information	No File Uploaded

### 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

Teacher-student contact during field trips was promoted in addition to formal techniques of conveying knowledge. The fundamental goal of encouraging students was badly impacted this period owing to the Covid-19 pandemic. The majority of the discussions took place on the internet. The students were told to collect samples/specimen from their immediate environment. They were given the task of writing about issues in their neighbourhood, notably environmental and socioeconomic ones. Investigating such local/state concerns in his/her environment is aimed to improve understanding and knowledge development.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

maximum of 200 words

By the time of the covid-19 pandemic, ICT tools for taking classes had been introduced, allowing students to use infamous tools like Whatsapp. Students were overjoyed to receive study resources via emails and WhatsApp groups. Teachers and students are increasingly using WhatsApp to communicate for educational purposes. Other communication options include Google Meeting, Zoom and others. In this challenging time, having an online teaching and learning process is advantageous. Its effectiveness is undeniable. It is not, however, a substitute for physical education classes.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://www.unitedcollegechandel.ac.in/page.aspx?pg=News&amp;lnk=One%20day%20workshop%20on%20ICT%20tools%20for%20effective%20teaching%20during%20Covid%2019%20pandemic">https://www.unitedcollegechandel.ac.in/page.aspx?pg=News&amp;lnk=One%20day%20workshop%20on%20ICT%20tools%20for%20effective%20teaching%20during%20Covid%2019%20pandemic</a>

### 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

44

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

54

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

18

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)	<a href="#">View File</a>

#### 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

1141

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

Internal assessments are made to determine each student's progress throughout the session. The assessment is frequently done to

determine the students' understanding, memory, analytical, and application ability. As a result, questions are designed to reflect varying levels of learning. Each department head, in consultation with the teachers, was given the responsibility of conducting periodic assessments within their departments. The choice for the assessment for the 2020-21 academic year was made in the meeting convened by the principal, and the specific day was chosen. Typically, a senior teacher was asked to design an assessment timetable. The test was held on the scheduled days once the questions were set and the time table was prepared. The results are usually shown to the students, and their responses are discussed, allowing for prompt rectification of errors and preparation for the next test. The test results were submitted to the concerned dealing clerk. Academic activities were disrupted during the second lockdown of the Covid-19 outbreak, and almost physical assessments were replaced with online assessments.

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

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

Internal examination issues are resolved by the examination committee at the college. However, if the students request it, the evaluated revised answer scripts of internal assessment are normally supplied to them to make the assessments clearer. This allows students to clarify any misunderstandings they may have. The complaints are reported to Manipur University if they are relevant to major examinations conducted by the university.

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.

Teachers are given the exact syllabus for each subject, and their students are given the specific syllabus by their teachers. As a

result, there is no confusion among students concerning their courses. Manipur University (affiliating university) publishes the results of the semester examinations in Imphal-based newspapers, and the results are thereafter posted on the University's website. The same is shown on the notice board, and the end result is usually a list of grade-wise candidates' roll numbers. The grades I, II, and III indicate that the candidates passed their respective examinations. The affiliating University's noticeboard provides teachers and students with complete information on the results.

After they reach to the College, the students are informed of the results. Both teachers and students have adequate opportunities to comprehend the outcome. Regarding course outcomes (CO) and pass PC in 2020-21, the best-performing courses were Economics (100 %), History (100 %), Zoology (93.50 %), Botany (88.80 %), Education (84.30 %), and Political Science (80.30%) in that order. When comparing the results of programme specific outcomes (PSOs), B.Sc.-Hons. (91.83 %), B.A.-Hons. (84.12 %), and B.A.-General- (64.3 %) came out on top. There was no delay in getting the results to both teachers and students. During critical meetings, the poorly performing departments were told that their performance would not be repeated.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The head of the institution announces the abstract of the result of the examinations semester-wise in a joint meeting. When needful, the teachers of the respective departments are answerable for the performance of the students. The best performed courses and programmes are announced in a common meeting. The students could find the result in the affiliating University -website. The results are also displayed on the notice board of the university. The announcement of the result is made through the newspapers by the University. The details of the result could also be available on the notice board of the College. The mark sheets and certificates of the students are issued to students by the college after the result sheet has been dispatched to the college.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.unitedcollegechandel.ac.in/download/202258205230573_Annual%20report%20pdf.pdf">https://www.unitedcollegechandel.ac.in/download/202258205230573_Annual%20report%20pdf.pdf</a>

### 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

144

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://www.unitedcollegechandel.ac.in/download/202258205230573_Annual%20report%20pdf.pdf">https://www.unitedcollegechandel.ac.in/download/202258205230573_Annual%20report%20pdf.pdf</a>

### 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://www.unitedcollegechandel.ac.in/download/202255211010986\\_Feedback\\_SSS\\_202021.pdf](https://www.unitedcollegechandel.ac.in/download/202255211010986_Feedback_SSS_202021.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)

0

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

### 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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 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

7

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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)	<a href="#">View File</a>

**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**

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**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

The cadets took part in Fit India initiatives. When called upon, the students are ready to do even more selfless services such as cleanliness activity.

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

**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**

0

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**

0

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**

1

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

1

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
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

1

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

## 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.

During the 2015-16 academic year, a newly constructed G+2 Science Block was inaugurated. The remaining infrastructure facilities for educational activities are divided into two categories: Arts and Science. Both students in the two programmes will have access to well-furnished, spacious quarters.

In addition, there is an Anthropology department with a museum containing specimens from the area. The college has 21 computers, with two for administration, seven for certain departments (Botany, Library, Zoology, English, and so on), and ten for students.

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

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

Students are encouraged to participate in extracurricular activities in three ways at the College.

(1) Within the College, the college was able to provide the essential sports infrastructure.

(2) There is a football field there.

(3) A volleyball and badminton court are also available. Under the UGC-NERO programme, the college is now building a swimming pool. The College is having a multi-purpose hall, which is also utilised as an indoor badminton stadium.

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

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

3

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

13,58,893.41

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)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

- Name of ILMS software: KOHA
- Nature of automation (fully or partially): Fully
- Version: 20.11
- Year of Automation: 2021(March)

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

## 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

C. Any 2 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)	<a href="#">View File</a>

## 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)

12,085

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

## 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**

6.4

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	No File Uploaded

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

For the 2018-19 academic year, the institution began offering one diploma programme in IT/ITES. Currently, the IT infrastructure includes one lab with ten computer systems dedicated to students. In 2012, Wi-Fi was made available on the College campus. Its usefulness was short-lived due to a lack of manpower to adequately administer it. The College acquires a few IT-related equipment, including an overhead projector for PowerPoint presentations. There are approximately 16 teachers that are capable of using such technology, and they all have a basic knowledge of how to use a computer and the internet. This is advantageous in light of the anticipated developments in the College's IT sector. In the coming session, we want to add broader Wi-Fi throughout the campus.

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

**4.3.2 - Number of Computers**

21

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution**

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 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)

13,58,893.41

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

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.

Apart from teaching and learning the institute has a variety of infrastructures to facilitate administration, games & sports. The newly constructed Science Laboratory

Apart from teaching and learning, the College has a number of infrastructures in place to help with administration, games, and sports. All science departments are currently housed in the newly constructed Science Laboratory Block (G+2), which serves as the Science Block.

(1) Along with the laboratories, this block includes classrooms for science departments. The laboratories must be upgraded to a modern, scientific, and practical standard, as the majority of labs are traditional and old-styled. (2) In the science block, there are common classrooms and one common audio-visual cum lecture hall in addition to departmental classrooms. RUSA has a central computer

classroom where vocational IT and ITES classes are taught.

(3) Infrastructure development for the Arts block, hostel repairs, and any other type of maintenance are included in the budget. (4) One of the college's principal policies is to preserve physical and academic facilities. (5) Facilities such as the badminton court in the multipurpose hall, one standard-size football field, and a small physical training area with sport-equipment are well-maintained. (6) Photocopying is available at a low cost in the college for the convenience of students.

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

## 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

640

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)	<a href="#">View File</a>

#### 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

0

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)	No File Uploaded

**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	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**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

<p><b>5.1.5 - The Institution has a transparent 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</b></p>	<p><b>D. Any 1 of the above</b></p>
--	-------------------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
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

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
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

1

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	<a href="#">View File</a>

### 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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
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.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)	No File Uploaded

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 )

A Student Union is formed to enhance representation and engagement of students in various administrative, co-curricular, and recreational activities, and elections are held on a yearly basis. This session, the Student Union included the General Secretary (P.S. Joysline, B.Sc 3rd Sem. ), Finance Secretary (Huten Joyful Anal, B.Sc 3rd Sem. ), Social Culture Secretary (Tungdar Dangshawa Maring, B.Sc 3rd Sem. ), Debate and Extension Secretary (Beltol Konison, B.Sc 3rd Sem. ), Magazine Secretary (Wellingson Khartu (Ringwon Sarao, B.A. 3rd Sem.)). In co-operation with the Principal and faculties, the student body developed yearly plans and planned various activities in the College. The College also encouraged students to engage in extracurricular activities. The College managed to provide necessary sports infrastructure as far as possible within the College campus.

By strengthening the functions of the College Students' Union, NSS unit, NCC, and College annual regular functions such as College foundation day, Induction programme, and so on, the college promoted extracurricular activities. Due to Covid-19 pandemic, many of the students' activities were suspended.

(iii) The importance of extracurricular activities and sports is communicated to students. They understand the need of widening their socialisation process, for example, for future career opportunities.

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**

2

File Description	Documents
Report of the event	No File Uploaded
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)	<a href="#">View File</a>

#### 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

Previously, only verbal interaction with alumni was occurred. An alumni association was being formed at the time. As a result, on March 15, 2021, the United College Alumnus Association was registered under section 7(1) of the Manipur Societies Registration Act, 1989 (Act 1 Of 1989) with Registration No. 407 of Chandel.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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 OF THE COLLEGE



1. To prepare the students for their future career.
2. To serve as a center of excellence and innovation in higher education.
3. To promote and inculcate scientific temperament among the students belonging to the backward communities of the district.
4. To provide vocational guidance and training.
5. To provide community service.

#### MISSION OF THE COLLEGE

1. To strive for attainment of quality education for the students through proper teaching-learning and evaluation process.
2. The institution shall endeavor to cater the upto date knowledge need of the students at par with the recent advances in the respective field.
3. The college shall attempt to provide course contents that could yield logical, reasoning and rational thinking to the students.
4. The college shall introduce vocational courses so that the students get reasonable occupational opportunity.
5. The college shall organize outreach programs for a long-term social progress.

As a result, the college's primary purpose is to accomplish innovation in its formal administration and operations so that it can effectively advocate for societal demands and incorporate them into the teaching-learning process.

The College prospectus communicates the College's vision to all sections involved. It contains important information that is beneficial to the students, and it is delivered through interactions held in the institution on significant occasions such as College foundation day and the Student Induction Programme/Deeksharambha. However, due to a lack of connectivity and budget constraints, some of the College's vision and goal remained a distant dream.

File Description	Documents
Paste link for additional information	<a href="https://www.unitedcollegechandel.ac.in/download/20225127640392_Prospectus%202020-2021.pdf">https://www.unitedcollegechandel.ac.in/download/20225127640392_Prospectus%202020-2021.pdf</a>
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.

First, the College's administrative structure is rationalised by effectively segmenting the entire administrative organisation into multiple functional sections. Each of the several working units or Committees is assigned distinct authority and responsibilities. Second, there has been a reasonable degree of decentralisation at various administrative levels, with strong coordinating mechanisms established through frequent joint meetings. Meetings are held on a regular basis, but they are frequently disrupted by emergency situations. Third, through the streamlining of administrative structure and coordinating mechanism, the College has implemented participation administration, in which all administrative segments participate in administration through the heads of departments and committees. As a result of this decentralisation strategy, numerous responsibilities are dispersed among teachers and administrative staff.

Through numerous administrative responsibilities, such a structure allows the allocated teachers or staff to be trained and develop experience. This ensures a concerted effort on the part of teachers and students in particular, as well as the institution as a whole.

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 head of the College leads numerous meetings of IQAC to plan the future of the institution. Individual opinions and suggestions are gathered and taken into consideration for future planning. During

common/IQAC meetings, the execution of the plan and procedures of the College's intended programmes are discussed and consolidated to practical approaches. It is again presented in joint meetings where final decisions are taken, and as a result, the College has implemented the Student Induction Program and Teacher's Day celebration . One day training on the use of ICT tools for efficient teaching-learning, one day sensitization on NAAC, one day sensitization on NEP, and so on were among IQAC's notable works.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 committees function with the designated functions and responsibilities under the supervision of the institution's head. IQAC general/emergency meetings are called by the Co-ordinator or Chairman of IQAC based on requirements or whichever is relevant, during which all staff members, teaching or non-teaching, participate. Following the appropriate deliberation, the meeting decides to put resolutions into action. Administration, academic activities, infrastructure, co-curricular activities, policies, administrative setup, appointment and service regulations, procedures, and so on are all topics for discussion. The judgments are distributed or alerted to all or any interested workers via WhatsApp groups for information and action. Important appointments for the smooth operation of various administrative sections/committees are made after careful consideration.

Qualifications, competence, and skills are used to make appointments for various committee. The whole working of the College administrative members is assured by service norms, which are established through deliberations and indicate dos and don'ts.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

(1) Loan applications are processed as soon as possible. (2) GPF withdrawal requests are evaluated promptly. (3) Employee promotion applications are encouraged. (4) Medical reimbursement applications are forwarded to the appropriate channel, and so forth.

File Description	Documents
Paste link for additional information	Nil
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

0

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

1

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	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 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

3

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

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

The United College, Lambung, Chandel, has been strictly following Performance Appraisal System both for Teaching and non-teaching staff. The following vital points are taken into consideration while making necessary assessments and evaluation of the performance of teachers and non-teaching staff.

#### Teaching staff

The following criteria are taken into consideration for assessment and evaluation of the performance of teachers:

1. Regularity, punctuality, attendance, sincerity and commitment of the teacher(s).
2. Role in teaching, learning and evaluation processes.
3. Consistent academic records.
4. Integrity/uprightness of the teacher(s).
5. Tactfulness, reliability, accuracy and speed in work output.
6. Keeness and industriousness of the teacher(s).
7. Involvement in active research studies.
8. Participation in international, national and state level conferences, seminars, and various courses recognized by UGC.
9. Involvement co-curricular activities of the students.
10. Participation in college development works.
11. Health conditions of the teachers.

Grades are awarded to teachers based on the above-mentioned criterions as (a) Outstanding (b) Very Good (c) Good (d) Average, and (e) Below average.

**Non-teaching staff**

The performances of the non-teaching staff are assessed based on the following basic criteria.

1. Proficiency, especially in office works, with correctness and swiftness.
2. Punctuality and regularity.
3. Awareness on the latest method(s) of office rules/procedures.
4. Ability to work on e-system.
5. Having amenable relations with other employees.
6. Keenness and industriousness.
7. Integrity and uprightness.
8. Tactfulness.

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

**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

For the years 2020-21, an internal financial audit was carried out by the college's finance committee, while external financial audits are normally carried out by financial auditors from the AG office in Imphal. The audited statement signed by the chartered accountant for FY 2020-21 has been prepared.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**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)**

0

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

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

The committee, under the leadership of the principal, develops institutional strategies for fund mobilisation. Through admission, funds in the form of certain non-governmental funds are mobilised, with a portion of this set aside for quality management of the institution, including seminars, workshops, repairs, refreshments, travel allowances, advertisements, media management, website management, assessment, and examination. This is closely related to the principal's financing part. When certain circumstances of committee engagement in work develop, the necessary funds are sanctioned through joint meetings. In terms of the Infrastructure Development Committee, it requires its own legal authority to initiate any linked and necessary plans for infrastructural development, such as building, library, and hostel maintenance. The budget allocated of the college is sanctioned to be used in various works of the college.

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

### 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 institutional policy was maintained in the following pattern.

(1.) To ensure quality in different aspects in the College itself, both IQAC and different committees were made to coordinate among and between themselves in evolving list of works for 2020-21 session.



This ensured cooperation among various segments/committees which were responsible for directly implementing the final plans.

(2) IQAC played an active role in internalisation and institutionalisation of quality. The existing system is recognized and sustained by all segments of the college.

(3) Some of the contributions during 2020-21 were internet connection, wifi connection, automation of Library, workshop on the use of ICT tools, sensitization programmes on NEP, teacher exchange programme, sensitization programme on NAAC etc

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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 continuous review of the teaching learning process is meted out through joint effort of the head of the institution, departments, committees and IQAC. There are four layers of implementing agencies which coordinate among themselves and play equally important roles in the review of the teaching-learning process of the institution. As for methodologies adopted, they comprise of;

(i) feedback study,

(ii) emergency meetings of teaching and non-teaching staff

(iii) teachers are trained of the latest teaching and learning tools

The result of interactions and feedback study is used as the basis of major decisions made for quality assurance within the college. Implementation of these decisions keep changing the teaching-learning process. The college has constituted appropriate committees and evolved the rationalization of administrative structure. This has resulted in smoother administration which consequently has an immediate positive impact on the teaching-learning process. The IQAC and other concerned bodies of the College have provided great impetus to the teachers, students, committees and therefore the

administration also. The impetus comes by way of making imperatives for attitudinal change towards knowledge and skill improvement thereby enabling necessary faculty/professional improvement in quality.

File Description	Documents
Paste link for additional information	<a href="https://www.unitedcollegechandel.ac.in/download/202241221254193_Students_Satisfaction_Survey.pdf">https://www.unitedcollegechandel.ac.in/download/202241221254193_Students_Satisfaction_Survey.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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)**

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.unitedcollegechandel.ac.in/download/2022527114022619_6.5.3%20Annual%20report%20of%20the%20United%20College.pdf">https://www.unitedcollegechandel.ac.in/download/2022527114022619_6.5.3%20Annual%20report%20of%20the%20United%20College.pdf</a>
Upload e-copies of the accreditations and certifications	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

**Every year, a Girls' Common Room Secretary is chosen to handle the concerns of female students. One particular room has been designated**

for female matters. PS Joysline Anal (General Secretary), Tungdar Dangshawa Maring (Social & Culture Secretary), and Ringwon Sarao (Girls Common room) were among the students on the student union team this session. This shows that United College is serious about gender equality and intends to implement additional steps in the future.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.unitedcollegechandel.ac.in/download/202251522435258_Annual%20Gender%20sensetization%20plan.pdf">https://www.unitedcollegechandel.ac.in/download/202251522435258_Annual%20Gender%20sensetization%20plan.pdf</a>
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	<a href="#">Common Room</a>

**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**

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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**

Non-biodegradable solid garbage is collected in a dumping pit and is only collected by the Japhou Bazar Board vehicle. Dustbins are used to gather biodegradable garbage and other items. It is designed to breakdown waste materials in this manner. A large cyan-colored dustbin is kept in front of the main office and at other appropriate locations to assure waste collection. Waste that has partially decomposed is moved to a secure and usable location.

Thus, it goes through a series of procedures to ensure the safe

**disposal of non-biodegradable and biodegradable waste.**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for 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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**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**

**E. None of the above**

**following 1.Green audit 2. Energy audit  
3.Environment audit 4.Clean and green  
campus recognitions/awards 5. Beyond the  
campus environmental promotional activities**

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 of reading material, screen reading**

**E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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 employees from different religions, backgrounds, languages are working together in this College. All in the college believe to develop a culture of communal harmony coming from exchange of wishes on the occasion of festive moments of each other. There is consideration of one's happiness such as the respective house inauguration day, the day of marriages of respective family members, religious rites etc. There is tolerance towards one's own choice of foods and the respect of one's choice of food has been given priority.

The administrative section includes persons of various languages and religions. The selection of persons becoming teacher in charge/guides/heads/nodal officers/co-ordinators of different committees is non -biased and transparent in nature that only locales are not preferred. Positive gesture of constructive attitude has been shown towards employees from non -local backgrounds. Employees from the local area have made friendly gestures for employees from other parts of the state.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

The College's faculty and students are all law-abiding people of this nation. Employees perform their own obligations in order to fulfil their teaching and non-teaching responsibilities, and they contribute to the national services. As a result, they pay their taxes and meet their responsibilities. They volunteer for election duties, COVID-19 duties, social services, and other duties as needed. United College has fifty-two students volunteering with the National Cadet Corps. They are students who are also doing their part to help the country. Their services are used during major events such as the Covid-19 outbreak and cleanliness campaigns. The cadets receive certificates from the NCC after passing the B and C certificates.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, 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**

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The 2nd of October is designated as National Cleanliness Day each year. The college is dedicated to keeping every nook and corner of all departments, as well as the entire campus, clean. The day is commemorated as a symbol of respect for the Nation's Father. Second, on June 21, 2021, the International Yoga Day is observed. This provides an opportunity to maintain one's fitness and, as a result, it emphasises the importance of regular exercise for everyone. It supports the basic philosophy that "health is wealth." To back up such assertions, the College should preserve better photo evidence. The International Day of Women and Girls in Science was celebrated on 11/2/2021. On this particular day, the students delivered short speeches over famous scientists from various fields.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
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.

### A. Title : Student Counselling

#### Objectives :

To help the students in building self-confidence and managing problems

#### Context:

Counselors have assisted students who are shy, fearful, or talented in expressing themselves and socializing.

#### The practice:

By adding student-friendly activities such as role-playing, singing, playing musical instruments, puzzle play, word games, and quizzes, counsellors were able to draw out the students' unique attention.

#### Evidence of Success:

The students were promoted to feel joy and happiness. Students were found relaxed, free to talk, shared and communicated better with other normal learners.

#### Resources

The programme did not necessitate a large sum of money.

### B: Title :

Coordinative Administration



**Objective of the practice:**

-To establish smooth & steady functioning and cordial relationships amongst the administrative manpower

**The context:**

The college administrative committee, which had adopted a new administration design, worked in a more coordinated and effective manner, despite having a smaller personnel.

**The Practice:**

Decentralization of administrative power and convening regular meetings of relevant subcommittees are significant practises.

**Evidence of Success:**

The workload of the institution's leader is reduced by decentralising administrative processes.

**Problems Encountered:**

1. Lack of manpower, (b.) Lack of infrastructure ,(c.) Lack of staff quarters, d. Absence of transportation

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
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

The College is surrounded by various tribal ethnic native people. The communities in the College's immediate vicinity are located far from Imphal, the state capital. Considering the vast tribal wisdom, the villages are unpolluted. They have been passing down wisdom from their forefathers from time immemorial, and it is priceless knowledge. Various tribal tribes exist, each with their own culture and tradition. In many ways, tribal communities' knowledge and

culture can be safeguarded through in-depth research. This is only conceivable if the College introduces the postgraduate and research levels of education. This will ensure that information documentation is preserved. By doing so, plenty of new opportunities will open up, including skill development courses specific to this field. This will provide employment for the youth in this area, as well as provide access to national and worldwide markets. As a result, the institution should be developed into a prospective learning centre, especially for tribal studies.

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

### 7.3.2 - Plan of action for the next academic year

(1)The college intends to engage with nearby colleges in order to build student-teacher partnerships and a research exchange programme. (2)Encourage students to place a greater emphasis on vocational/job-oriented courses.

(3)To make a unique herbal garden.

(4)More work is being done to develop teaching-learning through the use of the internet/online.