



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	IMMANUEL COLLEGE
Name of the head of the Institution	Th. Sharatchandra Singh
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03862248275
Mobile no.	9089872451
Registered Email	immanuelcollege797112@gmail.com
Alternate Email	iqacimmanuel@gmail.com
Address	Lengrijan
City/Town	Dimapur
State/UT	Nagaland
Pincode	797112
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	N.Elone
Phone no/Alternate Phone no.	03862248212
Mobile no.	8413834178
Registered Email	immanuelcollege797112@gmail.com
Alternate Email	iqacimmanuel@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://immanuelcollege.in/wp-content/uploads/2019/03/AOAR-2017-18.pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

<http://immanuelcollege.in/wp-content/uploads/2019/05/Academic-Calendar-2019-20-1.pdf>

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	2.76	2016	16-Sep-2016	15-Sep-2021

6. Date of Establishment of IQAC

08-Jun-2012

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
A Two Day National Seminar on Issues and Challenges of Higher	14-Mar-2019 2	65

Education in North East India sponsored by NAAC		
A one day orientation programme on Professional Ethics, Accountability and Attitude of Teacher in Higher Education	06-Apr-2019 1	36
One day orientation programme on Professional Preparation of Teachers in Higher Education	13-May-2019 1	36

8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Pelesakuo Kehie	Research project	DST	2018 3	3686080
institution	Annual Grant-in-Aid	Directorate of Higher Education, Nagaland	2018 1	200000
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

8

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

Yes

If yes, mention the amount

75000

Year

2019

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

- A Two Day National Seminar on Issues and Challenges of Higher Education in North East India
- A one day orientation programme on Professional Ethics, Accountability and Attitude of Teacher in Higher Education
- A One day orientation programme on Professional Preparation of Teachers in Higher Education
- Organised science fair for the Science Colleges under Nagaland University.
- Teachers are made acquainted with the new method of NAAC accreditation.

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

Plan of Action	Achivements/Outcomes
To organise interCollege basketball tournament.	The first basketball tournament was held on 11th December, 2019 with which the College will continue to host the same every year.
To organize Inter-College Science Fair for the Science Colleges under Nagaland University.	A one day Inter-College Science fair was conducted on 28th February, 2019 with Dr. Zavei Hiese, Chief Scientific Officer as special guest.
IQAC decided to take a two day national seminar under the sponsorship of NAAC.	A Two day National Seminar on "Issues and Challenges of Higher Education in North-East India" was conducted on 14th and 15th March, 2019
Development Programme for the Faculty members of the College.	A One day Orientation Programme was conducted twice for the faculty members of the College on 6th April, and 13th May, 2019
To organise exposure trip and excursion frequently for the students.	Students were taken to different places for practical learning, hands-on training on basic science, visited historical sites etc.
To observe national and international integrated programmes and events.	In all the National and International Red Days the College participated actively, observed and initiated seminars and other related programmes based on the nature of observation under various clubs and committees, even the College as a whole.
To work on minor research	The Department of Botany had taken up research work on Ethnomedicinal plants and published its article in ISSN :2455-541X
To conduct frequent meeting by the IQAC to generate ideas.	The IQAC conducted several meetings with various committees and meetings with all the teaching and non-teaching staff.
Academic calendar was distributed at the beginning of the academic session to the teaching and non-teaching staff	Better participation from all concerned in the College activities.

and students of the College for the intimation of yearly schedule.	
In view of bringing youth oriented system to the College, the IQAC aimed to introduce more clubs where students are make to enrol in the club of their choice.	It made the students to participate actively in the areas of their interest and thus enabled them to engage vigorously in curriculum activities.
To enhance the teaching quality the teaching faculty were encouraged to take up research work.	Minor research projects were conducted by all the departments on various topics and it was fully sponsored by the management of the College.
Installation of additional fans and up-gradation of various teaching aids like white boards, lap top and projector also DSLR camera were proposed.	10 Fans, 10 White Board, 1 Laptop, 1 Projector, and 1 DLSR Camera were procured. Even a new College gate was constructed.
To provide better facilities of drinking water for the students	A water cooler was purchased.
Sending important notifications to all stakeholders of the College through email and SMS. Important notifications are circulated and get it signed by every concerned individual and after which it is displayed at the notice board.	As usual it served as a better intimation of notifications to all teaching, non- teaching staff of the College and the students.
The College website was proposed to change its features to a user friendly.	It was upgraded to a new platform with more user friendly for easy access of the staff and students.
Free tuition to the lower class students of the neighbourhood	B.A. final Semester, Department of Education gave free tuition to the children of their neighbourhood during Vacations.
Free health check up	The department of Zoology organized free health check-up camp on 25th September, 2019 for the students and the people within the locality of the College.
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Name of Statutory Body</th> <th style="text-align: center;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Governing Body of the College</td> <td style="text-align: center;">28-Aug-2019</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Governing Body of the College	28-Aug-2019
Name of Statutory Body	Meeting Date				
Governing Body of the College	28-Aug-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	02-Jun-2019				

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	13-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The College operates Management Information System for the smooth functioning of the management and disseminating information to different stakeholders. The information provided below are the modules on which the College operates its MIS Base Module:</p> <p>1. Application Entries 2. Admissions Processing / Rejections 3. Students' Profile 4. Students' Reports Alphabetically ordered (With statistics) 5. Students' Reports Gender wise (With statistics) 6. Students' Reports Tribe wise (With statistics) 7. Class wise Reports 8. Hostellers' Profile 9. Mess Receipts 10. Mess Reports</p> <p>Human Resource and Module: 1. Human Resource Profile 2. Department, Designation 3. FullFledged Salary Management System Accounts 1. Payments 2. Income expenditure Module 3. Fee Collection Fee Profile 4. Duplicate receipts 5. Adjustments / Reconciliations 6. Daily Reports on Income 7. Monthly Reports of Income 8. Yearly Reports of Income 9. Income Ledger 10. Bank Reconciliation</p> <p>Other Modules: 1. Viewing the Students Photographs 2. Automated SMSs to the Day Scholar Parents</p>

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

At the beginning of the academic session, departmental meetings are held in every department in which syllabus for the academic session are distributed to the teachers; after which the number of papers that the teachers of each department were assigned brought before the Vice Principal's table for a well-constructed weekly Routine for all the classes. Classes are held according to the schedule under the supervision of College administration. Teachers prepare

their lesson plan according to the topics assigned to them and submit their semester lesson plans to the IQAC and thus the IQAC monitor and check periodically the topic coverage of every teacher in order to ensure balance within the time bound. The College has a library with open access system and it opens till late afternoon and some departments have their Departmental libraries for the benefit of the students. A good number of Journals are subscribed by the College where students can have the access of e-learning through online. For the effective teaching delivery of curriculum, various teaching methods are applied based on the requirement of the subject or topic. Both the conventional and the advanced teaching-learning aids are used in delivering the lesson, such as Chalk and Black board method, ICT-enabled teaching-learning method, Paper Presentation and Seminar by the students, Group Discussion, Field Trip and Excursion, Distribution of notes by the teachers, etc. Seminars and special talks by experts are also arranged. Regular class test are conducted and regular assessment in practical classes are done to keep track on the improvement of the students. Basing on the performance of the students remedial classes are also conducted. The internal assessments of the students are solely assessed on the Performa of the student. Departments maintain the detailed record of the classes and assessments. College administration also keeps a vigilant eye on the results, departmental proceedings and student needs and also keeps record of the different activities of the College regarding teaching learning, development and improvements of different methods of effective curriculum delivery. The Governing Body of the College sits with the teaching faculty and evaluates the result of every end term examination and after receiving an adequate feedback from all concerned a concrete decision is taken together as on how to improve and go about with the next academic session.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
<p>The management and the IQAC coordinate and collect feedback periodically from students through the process of responding to a questionnaire. They are also informed and given the liberty to submit their suggestions, grievances and problems anytime during the semester through the complaint box placed by the Grievance Redressal Committee. The students also give their feedback on the curriculum through their mentors and the students' feedbacks are given due consideration. The feedback from the faculty is obtained through discussions in the departmental level, through selfappraisal and in faculty meeting. In every area where improvements are required are discussions are held in respective committees/departments. Feedback from the alumni is solicited through consultation during alumni association meetings. Feedback from the parents is conveyed in the ParentTeacher meeting. Suggestions and comments given by the guardians are also taken into account for future development. The feedback from various stakeholders is collected and thoroughly discussed and analysed in the appropriate forum. Accordingly, matters that can be handled independently and personally are forwarded to the concerned individuals or departments to address the problem by adopting corrective measures. Matters which involve the College as a whole are dealt by the Principal in coordination with the concerned department through head of departments or concerned committee. The proposals given by the different committees and departments are discussed with the Governing Body of the College for necessary action. Strengths of the College are also taken into consideration for further up gradation.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA		300	240	222
BSc		80	49	45

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled	Number of students enrolled	Number of fulltime teachers	Number of fulltime teachers	Number of teachers

	in the institution (UG)	in the institution (PG)	available in the institution teaching only UG courses	available in the institution teaching only PG courses	teaching both UG and PG courses
2018	604	0	34	0	34

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
34	0	0	3	0	2

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

At the beginning of the academic session, the classwise names of the mentors are displayed on the College notice board. The mentors are responsible for academic progress and psychological wellbeing of their mentees. They are also entrusted with the task of monitoring the attendance and academic progress of the students. They also provide primary psychological counselling to those who need them and refer them for more professional counselling, if required. At the beginning of the academic session, the mentors conduct orientation programmes for the mentees, whereby they are acquainted with the institution, its goals and mission, the facilities available and the regulations of the affiliating university. The mentors maintain the biographic details of each individual mentee including their educational background and socioeconomic status. They also maintain record of their class attendance, class performance and academic progress. The mentors use both formal and informal means of mentoring.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
609	34	20/34

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	35	0	9	1

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
No Data Entered/Not Applicable !!!				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

At the beginning of the academic session students were oriented about the continuous internal evaluation. They were informed how much they should obtain in order to be eligible for the end term examination. As per the needs of fulfilment, the College laid equal importance of the performance of the students in every categories of the assessment. According to the convenience of the concerned teacher Class tests are conducted regularly. Students who are found to be exceptionally weak are given special attention and are made to reappear the same test until they could improve. Assignments, Seminars and Project Works are another major evaluation wherein students are made to perform either individually or in group. The College also gives special attention on Group discussion, Field trip/ excursion and other curriculum activities so as to make the students engage themselves in cognitive learning, learning through exposure, learning through peer review etc. The implication of various teaching method is to supplement the theoretical method of teaching learning process and through this process, Internal Evaluation system is assisted.

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

Academic calendar is prepared and distributed at the beginning of the new academic session to the teaching and nonteaching staff and students of the College for the intimation of yearly schedule. It contains the yearly schedule of the College ranging from holidays to examination to curriculum activities of the College. It is prepared by referring the state calendar and the academic calendar of the affiliated university to ensure smooth conduct of the activities of the College. Unless any coincidence occurred the given date of event is followed accordingly.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
	BA		135	97	71
	BSc		54	54	100

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Projects	3	Governing Body	36000	36000

sponsored by the University				
Minor Projects	3	DST	3686080	1629080
Any Other (Specify)	1	College Management	45000	45000

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Issues and Challenges in Higher Education In NorthEast India	IQAC	14/03/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Botany	1	5.12

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
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No Data Entered/Not Applicable !!!

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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No Data Entered/Not Applicable !!!

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	39	22	0
Presented papers	0	3	1	0
Resource persons	0	0	0	2

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Participation in Intercollegiate Quiz Competition "Life and works of Mahatma Gandhi"	Dimapur Government College	1	7
Participation in rally under "Spread the Poshan Message"	NSS Unit	1	27
Participation in Campaign to mark the 150th birth anniversary of Mahatma Gandhi under "Swachhata Hi Seva"	Immanuel College	36	830
Participation in Quiz Competition " Futuristic Innovations and Science and Technology (FIST)"	St. Joseph University	1	45
Initiated Yellow Line Tobacco Campaign	In collaboration with the District Tobacco Control Cell	36	830

Observance of international women's day Balance for better	Women Cell	3	80
Participation in Run for Women	Women Cell	4	50
Special camp	NSS unit in collaboration with Aoyimsen Village	2	30
Participation in Yoga for HARMONY and PEACE	NSS in collaboration with NYK, NCC and Bharat Scouts and Guides	2	25
Cleanliness drive, Tree plantation and distribution of plant saplings on world Environment Day	Eco Club in collaboration with the Forest Department of Nagaland	3	35

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
"Life and works of Mahatma Gandhi" Intercollegiate Quiz Competition	2nd Position in Quiz Competition	Governor, Nagaland	1
" Futuristic Innovations and Science and Technology (FIST)" Quiz Competition	1st Position Quiz Competition	St. Joseph University	2

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Inter district quiz competition	Govt. College, Dimapur	Quiz on "Life and works of Mahatma Gandhi"	1	1

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering	Duration From	Duration To	Participant
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		institution/ industry /research lab with contact details			
No Data Entered/Not Applicable !!!					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Emporium	07/08/2019	Aviation, hospitality, management tourism, etc.	3

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3000000	2219324

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Koha	Partially	17.05	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	1951	2072	180	117	2131	2189
Text Books	1951	2072	180	117	2131	2189

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional

(Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	47	1	3	4	1	13	2	20	
Added								10	
Total	47	1	3	4	1	13	2	30	0

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

No Data Entered/Not Applicable !!!

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
600000	677550	3000000	2219324

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The primary responsibility of the College for developing the College infrastructure lies within the Governing Body of the College. Under its direction the College Administration avails funds from the University Grants Commission and other Agencies by which the necessary developmental works are done. In terms of the College Library, books are arranged in simple but systematic manner to help the user locate the books easily. Information regarding the arrival of new resources are circulated to all the departments and also posted on the notice board as part of the Current Awareness Service. In order to provide speedy and efficient service, library cards are issued to the students. Periodic upgradation of books and journals are done according to the needs of the students and faculties of various departments. Recognizing the importance of IT as a complementary process in education the College is committed to upgrading its IT infrastructure and associated facilities on a regular basis. The purchase of hardware and upgradation of software is needbased. The College administration in coordination with the ICT Committee makes plans and decides on strategies regarding this matter.

CRITERION V – STUDENT SUPPORT AND PROGRESSION**5.1 – Student Support**

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Charity	65	100080
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Jan Andolan - Realizing Prime Minister's Vision of Clean India	15/09/2018	20	Eco Club Immanuel College
Mentorship Program	15/06/2019	447	Internally conducted by the Teachers as per the allotment by the Mentoring Committee
Swachhata Hi Seva Campaign 150th birth Anniversary of Mahatma Gandhi	02/10/2018	500	Dimapur Municipal Council and NSS
Capacity Building Programme on Youth Employability Skills through Life Skills	08/10/2018	2	Rajiv Gandhi National Institute of Youth Development Regional Centre, Chandigarh, Ministry of Youth Affairs and Sports Govt. Of India and NSS Nagaland
Yuva Shakti Rally Spread the Poshan Message Prime Minister's Overarching Scheme for Holistic Nourishment	15/10/2018	30	District Administration and Directorate of Youth resources and Sports, Nagaland
Adventure Camp for NSS Volunteers of Eight Sister States of North East India	20/11/2018	10	Ministry of Youth Affairs and Sports Govt. Of India in collaboration with National Institute

			of Mountaineering and Allied Sports (NIMAS)
Yellow Line Tobacco Free Campaign	14/02/2019	548	Dimapur District Tobacco Control Cell, Nagaland Tobacco Control Programme and National Oral Health Programme
International Women's Day	08/03/2019	20	Serendip Guardians, Prodigals' Home, NEISSR, SAKHione stop centre, Love Care Home, Nehru Yuva Kendra and Peace Channel
5th International Day of Yoga cum District Convention - "Yoga for Harmony and Peace"	21/06/2019	27	NYK, NSS, NCC and Bharat Scouts and Guides

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	1	10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students	Programme graduated from	Department graduated from	Name of institution joined	Name of programme
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	enrolling into higher education				admitted to
2019	8	BA	Political Science	1. Nagaland University, Lumami 2. Unity College, Dimapur 3. Patkai Christian College, Dimapur 4. St. Joseph University, Dimapur	MA
2019	5	BA	English	1. Nagaland University, Lumami 2. St. Joseph University, Dimapur 3. Unity College, Dimapur 4. Emporium Training Institute, Dimapur	MA
2019	8	BA	Education	1. Nagaland University, Lumami 2. St. Joseph University, Dimapur 3. Unity College of Teacher Education, Dimapur	MA
2019	5	BA	History	1. Unity College, Dimapur 2. Admednagar College, Maharashtra 3. IGNOU	MA
2019	2	BA	General	1. Unity College, Dimapur	MA
2019	5	B.Sc	Botany	1. Nagaland University, Lumami 2. St. Joseph University, Dimapur 3. Patkai	M.Sc

				Christian College, Dimapur 4. Royal Global University, Guwahati 5. Assam Down Town University	
2019	10	B.Sc	Zoology	1. St. Joseph University, Dimapur 2. Patkai Christain College 3. Nagaland University, Lumami 4. Royal Global University, Guwahati	M.Sc
2019	2	B.Sc	General	1. St. Joseph University, Diampur 2. IGNOU	M.Sc

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3
Any Other	4

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Three day Self Defence Training	Intra College	130
Inter College Basketball tournament	Inter College	15
Annual Sports Meet 2018, 12 - 14 December 2018 at State Academy Stadium.	Intra College	332

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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No Data Entered/Not Applicable !!!

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College has a Students' Council whose members are elected by the students a tenure of for one academic year. Two class representatives (Boy and Girl) from each semester assist them. The council functions under a constitution that delegates various powers and functions which are aimed at providing active assistance and support towards the College administration. For instance, the Literary and SocioCultural Secretary of the students' council coordinates with the allied committees of the College such as Event Management and Sports for organizing various College events. Likewise, the Students' Council also assists the College administration by strictly implementing disciplinary matters, and also government regulations such as implementing the COPTA Act 2003 efficiently in the College. The Student Council's active contribution towards the College administration stand on the fact that Immanuel College was among the first institutions in Dimapur to launch the Yellow Line Tobacco Free Campaign on 14 February 2019 by Dr.C. Tetseo, District Nodal Officer NTCP and NOHP. Apart from these achievements, the Students' Council maintains healthy rapport between the student community and the College administration which is visible in the outstanding performance of the students both in scholastic as well as nonscholastic areas and make the students feel a belonging to their alma mater.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralization is having a significant impact on policy, planning and management. It is a means of improving the efficiency of education system and the quality of educational service. Our Institution practices decentralization and participative management. The principal is the sole authority of the institution. Students are empowered to play an active role in cocurricular and extracurricular activities, and social services. The institution promotes a culture of participative management by involving the staff and students in various activities. There are different committees such as drama club, womans Cell, NSS, IQAC, mentoring etc. in which students and teachers participate and take active part. The College core committee formulates common working procedures and entrusts the implementation through departments. The department or committee incharge manages the activities of the department and keep track of cocurricular and extracurricular activities in the College. Other units of

College like sports, library, students council also operates under the guidance of the various committees and also students are involved in the decision making process to some extent.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	For the smooth flow of the syllabus, teachers are made to submit their lesson plan for every semester. The IQAC ensures quality in Curriculum development through regular meetings among the teaching staff regarding academic affairs and collecting feedback from various stakeholders.
Teaching and Learning	Educational excursion, field work and industrial visits are also part of the evaluation system. Enhancement of learning skills of the Students through participation in different seminars. Regular feedback is obtained from students for improving teachinglearning method.
Examination and Evaluation	The College follows the semester system as per the directives of the Nagaland University. The College also complemented continuous assessment of student's performance through internal test, assignments, project works, attendance, seminars, end semester exam, etc. with the traditional written examination. The external evaluation process is done in accordance to the performance of the students during the end term exam.
Research and Development	To enhance the teaching quality the teaching faculty were constantly motivated to take up research work and the management provided the facility of a research budget of up to Rs. 1 lakh. As per of the fulfilment of the research activity all the departments of the College successfully accomplished a minor research each during the year 2018. Encouraging Faculties to take Ph.D.
Library, ICT and Physical Infrastructure / Instrumentation	Library: The library is equipped with Digital library facilities NLIST and NDJ, also national and international journals are provided. Circulations are maintained through Integrated Library Management Software (ILMS). The College

	<p>library is enabled with free WiFi facility of 10 mbps to 15 mbps for the use of resources within the campus. New books are added every year for the requirement of teaching learning process. ICT: Usage of teaching and learning process LCD projectors are installed in Audio Visual Room and Conference Hall. Procurement of more LCD projector and laptop for the same purpose. Physical Infrastructure: More fans were installed and the conventional blackboards were replaced with whiteboards, a water cooler was procured.</p>
Human Resource Management	<p>All human resources available within the College is deployed and engaged according to one's aptitude and abilities. Maintenance of Grievance Redressal Cell, AntiRagging Committee, Sexual Harassment Committee.</p>
Admission of Students	<p>The Principal of the College along with the admission committee carry out the admission process. Financial help is offered through the flexibility in payment of fees in easy instalments for the needy students. Economically poor students are provided with free admission by the College authority. The students are guided to opt for right choice of subject combination at the time of admission.</p>

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

E-governance area	Details
Planning and Development	<p>Implemented SMS system for dissemination of information including regular notice to all stakeholders.</p>
Administration	<p>Computerised system</p>
Finance and Accounts	<p>The accounts of the College are maintained under cash basis of accounting. Fees are collected using software which maintain records of students' receipts and profile account. Daily cash collection and payment reports are generated from the software and recorded in the cash book later which is posted to various ledgers. Class wise fees receivable and the actual fees received are reconciled after every semester with the help of the software. Staff salary along with their profile is maintained in the system.</p>

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	1. Th. Sharatchandra Singh 2. Vepu	Issues and Challenges in Higher Education NorthEast India	NAAC	4000
2019	Th. Sharatchandra Singh	Choice Based Credit System SWAYAM	Governing Body	3000
2018	Th. Sharatchandra Singh	Association of Indian College Principals (member)	Governing Body	3300

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Professional Ethics, Accountability and attitude of Teachers in Higher Education		06/04/2019	06/04/2019	39	0
2019	Professional Preparation of Teachers in Higher Education		13/05/2019	13/05/2019	39	0

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Professional Ethics, Accountability	39	06/04/2019	06/04/2019	1

and attitude of Teachers in Higher Education				
Professional Preparation of Teachers in Higher Education	39	13/05/2019	13/05/2019	1

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
29	5	5	

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employee provident fund and staff welfare fund facilities	E.P.F. facility and staff welfare fund facility	Scholarship for the merit students

6.4 – Financial Management and Resource Mobilization

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

Internal audit is done after every six months where the auditing team checks the income received from the students which is recorded in the software and reconciled with the fees that is to be received according to class wise. Cash book is checked with the help of bank statement and vouchers maintained by the institution along with physical cash verification. Reports of Income and Expenditure statement is submitted to the Chattered Accountant who prepared the financial statement and other reports for the institution.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		

6.4.3 – Total corpus fund generated

2422500

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	IQAC
Administrative	No		Yes	Governing Body

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

1. Many points of agenda were discussed during the meeting to improve the

College in many areas like infrastructure, discipline, extracurricular activities and performances of the students. The College always invites suggestion for improvement from the parents and the stakeholders and the feedback obtained from them are always given due importance. 2. Communication of views which the students were hesitant to share to the teachers about the College and the department through the parents. 3. Interpersonal interaction also took place between the parents and the concerned subject teachers out of which the parents were able to find out about their ward's attendance record and their performance in the recently concluded examination.

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

1. Professional Ethics, Accountability and attitude of Teachers in Higher Education
2. Professional Preparation of Teachers in Higher Education

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

1. Introduction of the subject 'Geology' and Honours in Chemistry and Economics
2. introduction of skill based courses namely CCC programme under Digital India
3. Organization of National seminars
4. Introduction of NLIST and NDL facilities in the library.
5. Procurement of College bus

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	A one day InterCollege Science fair	08/02/2019	08/02/2019	08/02/2019	135
2019	A Two day National Seminar on Issues and Challenges of Higher Education in NorthEast India	14/03/2019	14/03/2019	15/03/2019	65
2019	A one day orientation programme on Professional Ethics, Accountability and attitude of Teachers in Higher Education	06/04/2019	06/04/2019	06/04/2019	39
2019	Minor Research Projects	07/01/2019	07/01/2019	15/04/2019	8

2019	A one day orientation programme on Professional Preparation of Teachers in Higher Education	13/05/2019	13/05/2019	13/05/2019	39
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Balance for better	06/03/2019	08/03/2019	200	5

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The entire new block of the College window glass panes are 'solar control glass' which reflects up to 70 of the sunrays thereby prevent excessive buildup of heat in the rooms and making the rooms cool without using energy hungry Air Conditioning Devices. The College also initiated in tree plantation not only within the College campus but around the College vicinity too.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Ramp/Rails	Yes	0
Rest Rooms	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	15/09/2018	1	Jan Andolan - Realizing Prime Minister's Vision of Clean India	Wall painting in public places on the theme of Swachhata	20
2018	1	1	02/10/2018	1	Swachhata Hi Seva Campaign	Cleanliness Drive by instal	500

					150th birth Ann iversary of Mahatma Gandhi	ling bamboo dustbins, whitewash ing the walls, wall paintings	
2018	1	1	15/10/2018	1	Yuva Shakti Rally Spread the Poshan Message Prime Min ister's O verarchin g Scheme for Holistic Nourishme nt	Promote Holistic nourishme nt	30
2019	1	1	28/03/2019	3	NSS Special Camp at Adopted Village, Aoyimsen	Community Service like cleaning the Panch ayat, Multi Utility Hall, drainage, making en vironment free dustbin, iron chair, painting etc	23
2019	1	1	05/06/2019	1	Cleanline ss Drive Plantatio n of Trees under the aegis of Eco Club Immanuel College	Cleanline ss Drive on World Environme nt Day to spread awareness about the importanc e of planting trees. Di stributed plant saplings to 45	35

						household in and around the College vicinity.	
2019	1	1	14/02/2019	1	Yellow Line Tobacco Free Campaign	To spread awareness and give due recognition to Tobacco Free Institutions, COTPA	548
2019	1	1	08/03/2019	1	Think Equal, Build Smart, Innovate for Change	To create mass awareness, support for women and in acknowledging the contributions women have made towards their society	20

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Evaluation in Higher Professional Ethics, Accountability and Attitude of Teachers in Higher Education	06/04/2019	06/04/2019	36

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

Maintaining a separate dustbin for used plastic bottles which are taken for recycling.
Plantation of medicinal plants and fruit trees
The College has ensured the electrical wiring of the College campus based on the prescribed code to prevent 'transmission loss' of energy due to inferior quality of electrical wires and appliances.
The entire window glass panes are 'solar control glass' which reflects up to 70 of the sunrays thereby prevent excessive buildup of heat in the rooms and making the rooms cool without using energy hungry Air Conditioning Devices

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Yellow Line Tobacco Free Campaign
2. Preserving our environment through energy saving measures

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://immanuelcollege.in/wp-content/uploads/2019/09/Best-Practices.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The vision of the College includes aims to provide knowledge of the highest standard and achieve excellence. To foster the spirit of love, compassion, universal brotherhood and patriotism through the ideal of tolerance of diversities within the society and thus fulfil the institution's motto, "Learn and Shine". To facilitate holistic development of the younger generation, which includes physical, mental and spiritual wellbeing moral values are taught and practised in the College campus. The students get requisite lessons that keep their minds ignited for seeking knowledge and are motivated to do well in every sphere of their life. One distinctive practice of the College is the daily morning assembly which is taken up for 15 minutes before the classes commence. It is an effective mechanism for maintaining discipline, nurturing leadership abilities, exposing hidden talents of the students and punctuality. Extracurricular activities are conducted in the College which gives a platform to the students to display their talents and potentialities. And in this regard, clubs based on variety of activities have been formed. Each student has been assigned a club based on his/her preference so as to encourage their interest besides the academic. The College also consists of various committees which look after the welfare of the students and cater to their needs. The Mentoring Programme that has been initiated by the College has also made a positive impact especially on the personal development of the students. The close relationship formed between the mentor and the mentees has helped the students to feel connected to the College as a member of the fraternity and not just as a mere student with a daily class routine. In the process of the mentoring, the mentors are able to learn more not only about their personal interests but also about the challenges that they face both as a student and as a member of the society. And accordingly, the respective mentors try their best to offer their guidance and if necessary, they are also referred to the College Counsellor.

Provide the weblink of the institution

<http://immanuelcollege.in/wp-content/uploads/2019/09/Institutional-Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

- To conduct national seminar and workshop.
- To train the teachers with elementary for computer proficiency.
- Computer Training of the office staff so that they are able to efficiently handle the automation of the online administrative work
- To introduce vocational courses.
- To introduce post graduate courses.
- Implementation of Management Information System in an effective way.
- To take Career Guidance and Conselling programme frequently.
- To conduct state and national seminars.
- Reaffirmation of the existing committee and clubs of the College. Infuse social compatibility and inculcate civic sense and core values of life through various activities to be initiated by the clubs.

- Commemorate the College Silver Jubilee by organizing a programme.