YEARLY STATUS REPORT - 2021-2022

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 its own campus?	Yes
• Phone no./Alternate phone no.	8974387228
• Mobile No:	9436004791
• Registered e-mail	immanuelcollege797112@gmail.com
• Alternate e-mail	iqacimmanuel@gmail.com
• Address	LENGRIJAN
• City/Town	DIMAPUR
• State/UT	NAGALAND
• Pin Code	797112
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**NAGALAND UNIVERSITY**	
• Name of the IQAC Coordinator	**NENGPILHING**	
• Phone No.	**+913862296563**	
• Alternate phone No.	**9436004791**	
• Mobile	**8974387228**	
• IQAC e-mail address	**iqacimmanuel@gmail.com**	
• Alternate e-mail address	**pipivaiphei9@immanuelcollege.in**	

3.Website address (Web link of the AQAR (Previous Academic Year) | https://immanuelcollege.in/reports/

4.Whether Academic Calendar prepared during the year? | **Yes**

• if yes, whether it is uploaded in the Institutional website Web link: |

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B+**	**2.59**	**2022**	**15/02/2022**	**14/02/2027**

6.Date of Establishment of IQAC | **08/06/2012**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**NIL**

8.Whether composition of IQAC as per latest NAAC guidelines | **Yes**

• Upload latest notification of formation of IQAC | View File

9.No. of IQAC meetings held during the year | **7**

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**Yes**	
• If yes, mention the amount	**351,000**	

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

Introducing PG Program in English.

2nd NAAC cycle successfully completed

Preparation of academic calendar and uploaded on College website.

Decentralization of work among teaching and non-teaching staff

Submission of AQAR

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

Plan of Action	Achievements/Outcomes
Proposed to launch PG in English	MA in English was launched
Strengthening of curriculum delivery	Various measures like industrial visits, career oriented programmes, onsite visits of different places were facilitated.
Encourage more seminar, webinar, conferences both for students, teaching and non-teaching staffs	Every department has been conducting more programmes relating to their area
To encourage more curricular and co-curricular activity	Every club and departments organized various competitions like Debate, Quiz, Poster competition, Essay, etc
To organize and participate in various state and National competition	The college has been organizing inter-college basketball tournament every year. Students have also participated in various competitions organized by other institutes, union, agencies etc and have won titles in various categories.
To conduct faculty development programmes	Various faculty development programme has been conducted on topic with the demand of time and situation.
Renovation of auditorium	Successfully completed

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY	16/12/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	31/05/2022

15. Multidisciplinary / interdisciplinary

The institution already has multidisciplinary course offered in Arts & Sciences. The college being affiliated to Nagaland University doesnot have the freedom to choose on curriculum and this depend on the affiliating university for providing a curriculum under which only Environmental Studies and English is made available across the streams. The college is trying to apply for B.Ed Course and is also planning to inititate new discipline to keep in pace with the demand of the new milieu.

The College is also planning to run for more certified courses which will be open to students from all disciplines so as to encourage multidisciplinary education.

16. Academic bank of credits (ABC):

As the college is affiliated to the University of Nagaland and follows stated policies, it does not have the liberty to access the Academic Bank of Credits itself. The college is waiting for the university to lay down the procedures of initiating this process. Once the university laid down on the process, the college will register in the Academic Bank of Credits.

17. Skill development:

The college conducts various certified courses which are aimed at enhancing the skills and knowledge of learners and eventually increase their employability. The institution offers a skill based course for the students by having signed an MoU with Tourism industry of Emporium, Dimapur which is a recruiting agency that trains in Airlines, Hotels, Cruise, Restaurant Chains

Besides this, the college continuously strives to create a skilling ecosystem through workshops, talks, interactive sessions, add-on certificate courses etc.The college is also planning for more collaboration with some prominent organizations/agencies/institutes that work in the domain of skilling the students.

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

Studying the translated work of some of the Indian classical literature as part of the sllabus and celebrating cultural day in

the campus to bring more knowledge and acquaint the students to the rich Indian cultures. The college organized field trips for the students to learn more about the traditional knowledge. For example, the department of Botany went to Herbal Garden, Jalukie under Peren district Nagaland to understand more about the traditional use of Ethno-Medicinal and traditional use of Native plants for medicines and also learn about the oil extraction from plants.

During major events of the college related to cultural day, Annual Freshers Day, the students perform folksongs, folkdance, dramas related to their ethnic culture and communities. Besides this, the department of History and Political Science organised 'Revisiting the Roots' on 11th April 2022 with the sole aim of encouraging the students to keep intact with their roots and cultures. Students are also encouraged to participate and represent the college in events of such nature that enhance intergration of Indian Knowledge system organised by other colleges or institutes.

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

Outcome based education (OBE) is an educational theory that places students at the centre of an academic program. It pre-supposes that by the end of a learning session, each student would have attained a level of the mastery of the course so as to be in a position to realize on the completion of the course. IQAC plays an integral part to ensure that OBE is practiced in the campus. Students are informed about OBE right from the admission and is further explained to them during orientation and also by the respective course teachers.

20.Distance education/online education:

The pandemic transforms the education system from the traditional classroom of learning and teaching to online. Faculty lecturers switches their teaching to Google Meet, WhatsApp, Youtube and related platform. The college library also subscribes to INFLIBNET which provides unparalled access to innumerable resources at the click of a button. Textbook, reference books, research journals etc can be easily accessed through this INFLIBNET.

Extended Profile

1.Programme

1.1   **141**

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1 **551**

Number of students during the year

File Description	Documents
Data Template	No File Uploaded

2.2 **551**

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

File Description	Documents
Data Template	View File

2.3 **148**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **32**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **32**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	**141**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File]

2.Student

2.1	**551**
Number of students during the year	

File Description	Documents
Data Template	No File Uploaded

2.2	**551**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	[View File]

2.3	**148**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File]

3.Academic

3.1	**32**
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File]

3.2 Number of Sanctioned posts during the year	**32**

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	**29**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**1,05,50,282**
4.3 Total number of computers on campus for academic purposes	**49**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Immanuel College targets for holistic development of the student community by disseminating knowledge and also to impart education in such that they 'Learn & Shine' which also is the motto of the college. Affiliated to Nagaland University, our curriculum and time-table adhere to UGC and University norms. The IQAC and the departments follow guidelines drawn by the college authority to prepare concrete action plans.

Following the allotment of subjects by the Head of Department, the time table is prepared by the authority. A built-in monitoring mechanism streamlines the conduct of internal test, seminars, activities written as assignments are scheduled as per the academic calender.

The progress of the students are evaluated during the department and PTA meetings. The lecture mode is complimented evaluation procedures like seminar, presentations and assignments besides

discussions and improvements. Students are also directed to related links and additional study materials. Slow learners are given special attention and attend remedial classes and the advance learners are assigned the challenging topics and peer teaching.

A library with more than 2747 books registration under the N-List Programme and WIFI enabled campus with internet connectivity bolster curriculum delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The Action plan prepared by the college following the guidelines of the affiliating university, Nagaland University regarding commencement and conclusion of classes for each semester and conduct of evaluation procedures ensures conduct of Continuous Internal Evaluation (CIE) in strict adherence to the academic calendar of the college and the university.

25 marks out of the total 100 marks in each course for all programs of CBCS and 30 marks out of the total 100 marks of old courses is allotted for internal marks which is obtained on the basis of a predetermined Continuous Internal Evaluation system as envisaged by the university.

Theory : Written test with a unified time table for all programs, seminars, assignments and classroom participation based on attendance. Internal results are tabulated on the basis of the above specified are displayed on the notice boards prior to the external examination and upload it.

Practical course: Lab involvement

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

28

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)	View File

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

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

Nil

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

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

1.3 - Curriculum Enrichment

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

I. All undergraduate students study environmental studies as part of their academic syllabus.

II. Professional ethics is inculcated in students with activities conducted by National Service Scheme (NSS), women cell, Sports committee, Red Ribbon Club etc

III. The college is committed to the issues of environment and sustainability

Tree plantation and various awareness programmes are conducted on significant like the World Environment Day, International Women's Day, World AIDS Day, etc.

IV. The activities of various clubs of the college- Drama & Art Club, Debate Club, Science Club, Eco-Club etc carry forward activities on the issue of gender, human values and Environmental issues.

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	<u>View File</u>

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

Nil

File Description	Documents
Any additional information	<u>View File</u>
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
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)	<u>View File</u>

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

533

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	`D. Any 1 of the above`

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

1.4.2 - Feedback process of the Institution may be classified as follows	

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

551

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

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

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

551

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The college identifies the learning levels of the students as advanced and slow learner based on their marks obtained in 10+2 exam. Mentors also provide valid support in classifying the advanced and slow learners with reports based on observation and class test. To enable effective assessment, a wide range of continuous and comprehensive assessment include assignment, seminars, group discussions , quizzes, debates, tests, projects, workshops, semester exams, and attendance.

Strategies adopted for slow learners :

1. **Remedial classes and retests are conducted with an aim to improve their performance.**
2. **Academic and personal guidance and counselling is given to the slow learners.**
3. **Course/study materials are provided to the slow learners.**

Strategies for advanced learners:

1. **The advanced learners are given special attention and are guided to excel.**
2. **They are groomed to represent the college in various**

competitions and programs in inter college, state or national levels.

3. Competent students are given a chance to lead the class or teach the lower classes to build up their confidence so also to inspire and encourage their mates.

4. The college also has a fulltime student's counsellor with PhD degree to cater to the emotional and mental needs of the students and to improve their performance.

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
551	**32**

File Description	Documents
Any additional information	[View File]()

2.3 - Teaching- Learning Process

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

Immanuel College adopts student centric methods for effective dissemination of the subject knowledge to the students for enhancing learning experiences, Teaching-learning is not only conducted within the fourwalls of the classroom, but all collaborative learning is encouraged andintegrated through field trips, excursions, visitation of factories and industries, hands on training and project works. Besides this Seminars/Presentations, dramas/skits, group discussions and debates are conducted. Students are also empowered with leadership skills through the NSS, EU, clubs and students council. The students also participate in blood donation camp, cleaning drive and tree plantation.

The college is constantly striving towards a dynamic teaching learning system where students get the maximum knowledge through diverse methods to supplement the regular teaching learning

process. In order to facilitate the growing digital oriented education, the college campus is enabled with Wi-Fi facility and offers digital oriented classrooms through smart classroom and Google class.

The college library is equipped with a good number of books covering all disciplines and it has access to resources like e-journals, e-books, INFLIBNET and N-list.

In addition to academics, the value of social responsibility and good citizenship is imbibed by the students throughextensionactivities, games and sports, cultural events and community service.

File Description	Documents
Upload any additional information	[View File](#)
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

Immanuel College encourages intensive use of ICT enabled tools including online resources for effective teaching and learning process, change in learning approaches and in access to information. With Wi-Fi enabled in the college premises, all faculty members use laptops to prepare notes and presentations. To enhance the quality of education and increase the learners motivation, teachers use different ICT tools in the teaching/learning process like audio-visual learning aids , PPT, Google class, circulation of e-content material through Google Doc, email, WhatsApp and other relevant apps. The college also has access learning resources like e-journals, e-books, INFLIBNET and N-list

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

27

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

32

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

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

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

2

File Description	Documents
Any additional information	[View File](#)
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	[View File](#)

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

2.4.3.1 - Total experience of full-time teachers

238

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](View%20File)

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.

The college follows a fair process to deal with the internal assessment of the students. Students are assessed for a total of 100 marks; the mark distribution is broadly divided into two categories: 30 and 25 (CBCS) marks for continuous internal assessment (CIA) and 70 (75 CBCS) for end-semester examination. Internal assessment is based on the predetermined components which involve class tests, assignments, seminars, attendance, class activities and field trip report. Internal exam is conducted and the students are shown evaluated scripts along with remarks/feedback in the class. Seating arrangement for the common internal test is like the end semester examination. The internal assessment result is declared and displayed on notice board and also circulated through WhatsApp wherein the students can rectify any discrepancies.

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

The college has a set of rules both for the internal and the external examination. Dates of examination are tentatively declared in the college academic calendar and distributed at the beginning of the academic session. Grievances handling mechanism

is transparent. Internal examination grievances are cleared by showing evaluated answer script to students. Students who could not write their internal assessment with a valid reason are given another chance to write by making a separate arrangement by the concerned teacher. Any discrepancies regarding evaluation in internal assessment, clarification is given by faculty to enable them to fare better in future.

Any grievances related to end semester exam related to exam question paper like out of the syllabus, repeated questions, improper split of marks, marks missed, wrong question number are addressed to the University immediately through the centre controller. University decision after resolving the grievances is intimated immediately to the students through the examination committee members. If a student has any grievances related to evaluation of answer scripts, students are allowed to apply for re-evaluation of answer scripts by paying processing fees to 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.

The course outcomes are communicated to the students at the time of admission and also during orientation programmes for new entrants. It is also incorporated in the college manual. All these enable the students to have prior knowledge of the specific programme or course which they wish to pursue.

The course outcomes for all courses include:

1. Demonstrate oral and written communication skills.
2. Apply principles of scientific method to distinguish between theories and hypotheses and between scientific fact and opinion.
3. Think and respond to the existing issues that require an innate understanding of the key geographical, historical, economic, political and societal factors involved.
4. Improve ability to think and question in a critical sense.

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5. Solve problem analytically, communicate in better way, make decisions spot-on and adapt to change according to modern world challenges and requirements.
6. Develop ability to ask questions, collect information, organize and test ideas, solve problems and apply the knowledge learnt.
7. Be familiar with the need for and have the training and skill to engage in self-regulating and life-long learning.
8. Function effectively as an individual and in assorted teams.
9. Exhibit comprehension and understanding of the programs and apply them in multidisciplinary environment.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The students are made aware of the learning outcomes through orientation programs in the beginning of the academic year. At the beginning of every semester, every subject teacher conveys Course Objectives at the introductory lecture of the respective course. The faculty of every subject explains course objectives, evaluation pattern, marking scheme etc. to the students.

Evaluation includes: --Tests, Seminar presentation, Home assignments, Project works, field trips, practical examination, attendance, Remedial classes etc are conducted prior to their external examination. The Institute provides opportunities to students to exhibit their understanding through the medium of expression i.e. oral or written. Students can express their knowledge and this enhances their confidence. The Institute follows the evaluation pattern prescribed by the Nagaland University. The evaluation includes both internal and external examinations conducted at the end of the semester and all the marks are recorded.

After the declaration of the results retrospective analysis is done to examine the performance of the students and to find ways

for future improvements.

Feedbacks are collected from the parents, alumni and teachers regarding the course and programmes. The feedback is deliberated in the faculty meetings and remedial measures are taken in order to attain PO ,PSO and CO.

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

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

176

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

2.7 - Student Satisfaction Survey

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

https://immanuelcollege.in/reports/

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)

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

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

9

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

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

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

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

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

3.3 - Extension Activities

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

Immanuel College students participate in a range of initiatives that benefit the local community and, in turn, educate our students about a range of topics with urgent societal importance. The institution strives to foster students' intellectual, social, moral, and cultural development because it believes in the holistic development of each individual. TheEco Club and National Service Scheme (NSS) unit are involved in different social extension activities. The NSS programme gives students the chance to develop their social conscience while also giving them the chance to volunteer outside of their comfort zones and improve society. One of the NSS volunteers from the College has been selected to represent Nagaland State at the Republic Day Parade

Camp 2022. Two NSS volunteers were sent to a 10-day adventure camp, Dirang Arunachal Pradesh. The Eco Club organized a 3-day celebration marking World Environment Day conveying general awareness of the environment. Sapling distribution and a cleanliness drive were carried out in and around the neighbourhood. The Department of Political Science provided an automatic hand sanitizer machine to the college community and handed masks to the students, faculty, and shopkeepers in and aroundthe collegeneighbourhood.

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

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

14

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

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

14

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

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

10

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

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

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

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has the necessary facilities for the efficient execution of the academic activities on the college campus. The college offers a physical structure and instructional resources such asauditorium, seminar room, lab, computer lab, smart classrooms, and library with video cameras to ensure campus security is monitored. In order to make the most of their space, classrooms are used for remedial coaching, certificate programmes, internal exams, end semester exams, departmental meetings, mentoring sessions, club activities, indoor competitions, parent-teacher meetings, alumni gatherings, and training programmes for competitive exams in addition to hosting regular classes. The classrooms are furnished comfortably to satisfy the needs of the students and are supplied with modern teaching aids in addition to the traditional teaching equipment. The appointment of a competent person ensures active exploitation of the infrastructure.All laboratories have contemporary, modular workplaces that incorporate the students' demands for water, electricity, gas, and ICT. 30 computers are available at the college for daily usage by teachers, staff, and students. Additionally, there are computers in the library and staff areas. For efficient ICT-enabled teaching-learning, the College offers LCD projectors, printers with scanning capabilities, and Xerox facilities. With a 30 Mbps bandwidth, all departments and computer labs are connected. The college offers access to learning resources like e-books, e-journals, and INFLIBNET, as well as an automated library with 2600 volumes covering all subjects. The college has a conference room, an auditorium, and an audio-visual room to conduct meetings,

seminars, and other events with the necessary equipment.

File Description	Documents
Upload any additional information	[View File](#)
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.

Committed to provide the class facilities for the holistic development of the students,the college set the excellent facilities to conduct extra curricular activities.To conduct annual cultural event,the college has an open space that can accommodate large number of crowd.Besides, the college has a well furnished conference hall of more than 100 capacities for small scale activities and an auditorium of 1000 capacities for a big event. It also has a well furnished badminton and basketball court in which the college successfully organizeintercollege basketball tournament every year.The college also has a first aid room with basic medical facilities. Facilities for indoor games like table tennis, carrom board and chessboard are made available for the students. Taking note on the importance of health fitness,the college also provides gym where the students make use of it. The college auditorium also acts as the venue for yoga meditation and training.

File Description	Documents
Upload any additional information	[View File](#)
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.

5

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

5

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

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

4.2 - Library as a Learning Resource

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

The College is about to transition to a completely automated library system. Koha an open-source integrated library system software is currently being used by the College, and it has greatly aided in managing the library.It provides cataloguing, Searching, Member / patron management, an acquisitions system and circulation (issues, returns, and reserves). All these are configurable as per the library needs.One important features of Koha is Online Public Access Catalogue (OPAC) module which provides a simple and clear interface for library users to perform tasks such assearching for and reserving items and suggesting new items.

File Description	Documents
Upload any additional information	[View File](#)
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 — **A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

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

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

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

The institution is equipped with 49 computers and 2 laptops.Peripheral devices like printers, photocopiers and scanners are available.A well equipped digital library with computer and an internet connection of 1000 Mbps is available in the college. The entire campus is monitored by CCTV facility.Wifi is available in the college campus.The college library are also networked through unlimited broadband internet connection. The IQAC and administrative office of the college has a computer/s with LAN and internet connectivity to facilitate documentation and Communication Management System.It also has a printer for the smooth functioning of the work. The college has a conference hall where Seminars and official meeting are held.Open access system is followed in the library.Both students and teachers have access to resources of INFLIBNET in the library.Access to e-journals and e-books are provided by the N-List.The Library utilizes library Management Software,KOHA for book cataloguing and issuing.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

49

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	**No File Uploaded**

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

File Description	Documents
Upload any additional Information	View File
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)

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

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

The college has a separate laboratory for science streamsinChemistry, Zoology, Botany which are properly maintained by each department with the help of the faculties and lab assistance.Equipments are purchased as per the requirements and decisions of the respective department. The students make use of the computerat the time of computer practical classes.The computers are properly serviced and reused for the proper functioning of academic and non academic purposes and to encourage more of paperless and to encourage more of paperless work. Maintenance of the classroom including furniture, doors, windows and cleaning is done on a regular basis.They are well and neatly maintained by the supporting staff. Library initiates the requirement and maintenance of the library facilities with the help of library assistance.The library is automated using Integrated Library Management Software. The sports committee monitors the maintenance of sports equipment and service of sports

facilities from time to time. There are security personnel round the clock on the campus who ensure the safety and security of all infrastructures.All areas are covered under CCTV surveillance for safeguarding the assets.

File Description	Documents
Upload any additional information	View File
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

537

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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)	**No File Uploaded**

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

537

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)	<u>View File</u>

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	<u>View File</u>
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

0

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

0

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

2

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File

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

43

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

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

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

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)

The college provide ample opportunity to the students to actively participate and engaged in the administrative, co-curricular and extracurricular activities. The college has a Students'Council body. The members are elected for a stipulated period of one year. The elected members are vested with powers and functions under a Constitution and it aims to promote the welfare and quality of the college. The student council members are responsible for the College Annual magazine. The students council also acts as a link between the students, faculty and college administration. The student council takes initiative in organizing various events to promote students integration such as sports, fresher's day, parting social, carnival, cultural event and literary day.

The student from various Departments also takes initiative in organizing programmes:

- The students from Department of Political Science conducted cleanliness drive on 5th December, 2022, under the Theme "Let's keep it clean".

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

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

4

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	**No File Uploaded**

5.4 - Alumni Engagement

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

The College has applied for registration no. under DC office, Dimapur, Nagaland. However, the college is yet to get the registration no. The Alumni Association has been formed in the year 2012, since then the Alumni Association has been actively contributing and supporting the institution for its excellence and development of the college. The Alumni Association often organize events to promote beneficial interaction between the present students and Alumni.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The administration of the College has a participatory administrative structure and the faculty members are involved in the decision making process as convenors or members of different committees and clubs. Every teacher is given the opportunity to take up responsibility in different capacities besides their teaching assignment. Governance fosters participative management and plays a significant role in the evolutionary reforms. Thus ensures honesty and accountability in every transaction of the College. Respect and appreciation of the differences and uniqueness in every individual is encouraged through freedom of thought and expression. The various committees and clubs of the College execute events and activities for the smooth function of the College. The College has 8 departments in Undergraduate and MA in English, and each department is led by the department head. Mentorship is introduced and it is effectively monitored by the Principal. The Management, Principal, IQAC and the stakeholders work together in planning, implementing and maintaining the quality of the institution. The College provides both statutory and non-statutory welfare measures for the benefit of the faculty and the supporting staff. The academic initiatives are taken up by the recommendation of the Management along with faculty enrichment programmes. To enhance the professional development of teaching and non-teaching staff, the IQAC organizes Seminars, Orientation programmes and deputes faculty to attend seminars, workshops and skill development programmes.

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

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

The College practices decentralization and participative management at different levels. The Principal, Governing Body, Teachers and the IQAC are involved in defining policies and procedures, framing guidelines and rules & regulations pertaining to admission, examination, code of conduct-discipline, grievance, support services, finance and other strategic levels. Faculty members are nominated by the Principal and the Governing Body to be given representation in the IQAC and various committees/ clubs. Students are empowered to play an active role in co-curricular and extracurricular activities, and social services. The involvementof

all the stakeholders and their cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the growth of the College. There are different committees such as Drama Club, Women 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 in?charge manages the activities of the department and keeps track of co - curricular and extracurricular activities in the College. Other units of the College like sports, library, Students Council' also operate under the guidance of the various committees, and also students are involved in the decision making process to some extent.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution has defined the strategic plan and works accordingly for effective deployment. The following points are the primary plans to achieve during the year:

Proposed to launch PG in English

Strengthening of curriculum delivery

Encourage more seminar, webinar, conferences both for students and teaching and non-teaching staffs

To organize and participate in various state and National competition

To encourage more curricular and co-curricular activity

To conduct faculty development programmes

Renovation of auditorium

The College worked upon the plans and have implemented

successfully on the strategic plans.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

The Governing Body (GB) of the College is the top of the organizational structure of the College. The general management of the college is conducted by the GB. The Principal is the head of the institution, responsible for the administration and superintendence of the College. The Principal implements his power in a democratic way delegating it to the Heads of departments, the Superintendent and the convenors of the different committees. He is assisted by the Vice-Principal who is in-charge of academics. The Principal in association with the HODs takes stock of the academic affairs. All important matters related to academics are taken collectively under the supervision of the Principal. The reports of the performance of the various committees are submitted to the Principal through IQAC. There are various committees which function under the IQAC carrying out the activities of the Institution in all respects. The IQAC looks after the institutional quality assurance set-up, supervising the implementation of policies and plans to ensure that the benefits percolate down to the students and other stakeholders. Service rules, recruitment procedure and promotional policies are in respect of the UGC and University norms. Promotion to higher position is based on seniority and work experienced in the field. The College Grievance redressal unit functions from the office of the Principal. Grievance redressal suggestion boxes are placed in easily accessible and recognizable locations to enable members of the College community to put forward their grievances.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	http://immanuelcollege.in/wp-content/uploads/2021/07/ORGANIZATIONAL-CHART-OFIMMANUEL- COLLEGE.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**B. Any 3 of the above**

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

6.3 - Faculty Empowerment Strategies

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

The following welfare schemes are available for the entire faculty members of the college: Employment Provident Fund is provided as per the Government rules.

15 days of casual leave are available both for the teaching staff andnon-teaching staff

Maternity leave is given for 35 days with pay. 50% scholarship is available for siblings of the teaching and non-teaching staff. For the married staff, itis applicable to their sons and daughters only. Duty leaves are granted to teachers to participate and present papers in various Training Programmes/ Orientation/ Workshop/ Seminar/ Exam subject to existing norms of the College. Study leave for permanent employees to undertake Doctoral or Post-

Doctoral studies is available and the management gives complete support for higher studies. Leave is granted to teachers to participate and present papers in seminars, celebration of important festivals for the teaching and non-teaching community. Employees is entitled to gratuity at the rate according to the Gratuity Act of Government of India

A quantum of increment is awarded to the teacher who has cleared NET and conferred Ph.D. There is enhancement of salary every fiveyear. Salary hike is given to the faculty members, based on the qualification, services, and outcome of the performance appraisal. The teaching and non-teaching staff of the institute enjoys the benefits of festive bonus and yearly recreational outing or picnic. Minor Research Projects are encouraged and sponsored by the institute.

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

3

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

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

33

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

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

The students are provided with an opportunity to evaluate the performance of the teachers who teaches them. As per the procedures stipulated by the IQAC, the HoDs evaluate the performance of the teachers in one's Department by distributing

the evaluation questionnaire to the students who in turn mark their rating on their choice. The parameters evaluated in the rating scale are inclusive of the communication skill, knowledge base of the teacher, sincerity and commitment of the teacher, teacher's ability to integrate course material with environment and other issues to provide a broader perspective and the accessibility of the teacher in and out of the classes. The Heads of the Departments hand them over to the Principal and the Management. The performance of the Heads of the Departments is assessed by the Principal solely. The Management analyses the evaluation report and meets the teachers in person to give proper feedback and to suggest corrective measures.

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

6.4 - Financial Management and Resource Mobilization

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

The College has a well-defined mechanism for financial audit to have transparency in financial management. The accounts of the institution are subject to internal and external audit. The Internal audit of the College is done after every six months by the Internal and statutory body, wherein 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 books are checked with the help of bank statements and vouchers maintained by the institution along with physical cash verification. The auditing team is responsible for a thorough verification of all the vouchers and bills of the transactions that are carried out in the financial year. Reports of Income and Expenditure statements are submitted to the Chartered Accountant who prepares the financial statement and other reports for the institution.

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

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

There is judicious use of financial resources accured from fees of the students and occasional funds made available to the College by the State Government, UGC and other agencies. The College is decentralized to a large extent with various committees taking care of various activities constituted for achieving the twin purpose of good governance and imparting quality education. The Institute has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for the development of the academic processes and infrastructure development. The Management prepares the Institutional budget every year taking into consideration the recurring and nonrecurring expenditure. All the major financial decisions are taken by the College Governing Body. Budget is allotted to the various heads such as Salary, Building and Infrastructure Development Committee, Library Advisory Committee, Research and Development, Sports Committee, Student Assessment Committee, Students' Council,NSS etc. by the Head of the Institution which is subject to audit at the end of the allotted assignment. All these committees are supervised and monitored by the Head of the

institution. All the funds received from the government and generated from the Collegefees are audited by the Chartered Accountant and utilization certificate duly submitted to the concerned authority.

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 Internal Quality Assurance Cell (IQAC) monitors the academic quality regularly. The institution takes up academic audit to accomplish both accountability and quality improvement. The Examination and Assessment Committee (EAC) along with the Vice-Principal evaluate the overall performance of the students and give a report to the Principal for further evaluation and review by the HODs of each subject. Thereafter, results are made available to all the departments and to each faculty member to enable them to self-introspect based on the students' performance. The authority and staff practice self-assessment to achieve the quality in education. To bring out improvements, the IQAC interacts with the faculties and students to assess the progress and suggestions are placed before the Governing Body for further action.

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

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

The IQAC adopted the following mechanisms to continuously review the teaching-learning process to ensure quality efficiency in academic and administrative activities:- 1.The Academic calendar is prepared incorporating academic, cocurricular and

extracurricular activities. 2.Meetings are used as a platform to review the teaching-learning process. 3.Preparation and execution of teaching plan by faculty. 4.The teaching – learning process is facilitated through qualified, trained and experienced faculty with support from office staff. The students are encouraged to use the library resources and internet facilities apart from classroom teaching. 5.The Head of the Institution monitors the teaching-learning process through the structured feedback collected from the students by the IQAC. Feedback on teaching is taken by IQAC for all programmes. A teacher is evaluated on different parameters such as communication skills, quality of teaching, content and method of delivery, resourcefulness and accessibility/ availability to students. 6.Internal evaluation test is conducted through various measures as Class Test, Assignment/project work, presentation, debate, quiz and group discussion. 7. Result analysis is done at the departmental and College levels also serves as an indicator to evaluate teaching-learning outcomes. 8.Stakeholders' feedback enables us to understand and improve the teaching-learning process.

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

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

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

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

Immanuel College has continued to strive for gender equality and promotion of awareness for gender equity. The College has more than 50% of the employees and students belonging to the women group.

The College observes annual events such as International Women's Day, conducts seminars on cross- cutting issues, self-defense programmes and also sports events for the women employees and students.

CCTV cameras are installed at strategic locations.

The college provides transportation service to students and faculties who commutes every day to college.

The college has a women cell that takes cares of grievances redressal along with disciplinary committee to deal if any circumstances arise.

The student's council has a post of women secretary which is specifically open only for women candidates.

Maintaining log register for students entering and leaving the college premises.

The college has a qualified counselor for both employees and students.

27 mentors are assigned to counsel on various aspects of their life, accompanied by a qualified.

The college has well equipped space for both women employees and students.

Apart from providing basic first-aid facility, the college has a regular doctor on call in the vicinity of the nursing home.

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

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

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste management Bio-degradable – The college has a lush green campus and gives top priority to keep the campus clean and eco-friendly. The faculties and students are regularly advised to reduce waste at lower extent. The solid waste is regularly collected by the municipal council. It is processed as per the nature of the waste. The institute has a built-in dumping pit for disposal of bio-waste that are easily degraded or decomposed under oxygen rich medium. Eco friendly manure is formed that is used for organic fertilization of campus grown green plants/trees Old

newspapers, old answer papers and raw paper material is sold out.

Non-biodegradable – Use of plastic bags are prohibited/discouraged as per state government directives within the premises of the College. Dustbins are provided in every classrooms, washrooms with proper label for dry and wet garbage. Garbage is picked up by the concerned people under the local municipal bodies.

Liquid Waste management There is well constructed drainage system within and around the College that are well connected to the drainage system constructed by the local municipality.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

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

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for 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**	C. Any 2 of the above

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

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
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	**C. Any 2 of the above**

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

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

The College literary cum Cultural Day is a special day organised every year by the College to provide opportunities to allow cultural exchange and to embrace their own culture. There is a display of songs, dances, indigenous games and cultural attire of various tribes and communities. This is an important event as it is aims to promote and preserve the unique values and beliefs upon which our society is build.

In order to preserve and exemplify the importance of learning and understanding ones own culture, the college has made compulsory for all the students to wear a traditional touch on every first friday of the month along with their college uniform.

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

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

Apart from inculcating the students with academic achievements, the institution also prioritise in building a character amongst its students and employees to become an ethical and responsible citizens of the country. This year the Department and various committees within the college had organised various events and activities under Azadi KaAmrit Mahotsav" to celebrate and

commemorate 75 years of independence and the glorious history of its people , culture and achievements through poster making competition on the birth anniversary of Mahatma Gandhi, webinars/seminars on National Education Day and National constitution day etc. The college observed Rashtriya Ektha Diwas or National Unity Day on the birth anniversary of Sardar Vallabhai Patel in strengthening and promoting the value of Unity among the citizens. The Eco Club organized tree plantation drive, cleanliness drive and sapling distribution within the locality during "World Environment day" under the theme "Only one earth" in conveying general awareness about the environment .Various Commitees and Departments also hosted state level programmes and National Seminars in spreading awareness and highlighted the rights bestowed by the constitution over the citizens.

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

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	B. Any 3 of the above

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

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

The institution commemorates the national/international days with great enthusiasmand fervor by upholding its holistic vision. To make the students more ecofriendly, the departments observe World Environment day. To instill patriotism and nationalism in young minds, the Collegeobserve Republic Day, Independence Day, National Unity Day etc. To impart the significance of sound health, the college organise World Aids Day, Blood Donor's Day, International Day of Yoga, International Day against Drug Abuse etc. The college also observe teachers' day, National Science day. The institution transcends the cultural, linguistic, geographical barriers by celebrating International Women's day.

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

7.2 - Best Practices

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

TITLE:1 Preserving our environment through energy saving.

Objectives: As an effort to protect the environment from further degradation, the College adopted steps to minimise the consumption

of scarce energy.

The Practice: The College has ensured the electrical wiring of the campus based on the prescribed code to prevent 'transmission loss' of energy due to inferior quality of electrical wires.

Evidence of Success: The energy consumption is relatively lower than the other institutions of similar nature.

Problems Encountered and Resources Required: Initially there were a few hiccups but was later solved by the management.

TITLE 2:Pursuit of sustainable development goals of UN Objective

To promote strategies for social causes in the arena of health, community, education, hygiene, energy, economy, gender, climate and peace.

Context: Ensuring that the programmes fit the local context

Practice: Awareness programs, club activities, blood donation camps,inter-collegiate competitions, surveys, climate actions etc hands-on training to make eco friendly products,were conducted to encourage students to achieve SDGs , as well as to empower them with skills of critical thinking.

Evidence of Success: Students were motivated to ensure social progress and equality

Problems Encountered: Lack of funding from national agencies

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

Immanuel College keenly focuses on the holistic development of the students and believes in the famous saying of 'Educating the mind without educating the heart is no education at all'. With this believe, one distinctiveness of the college is taking every measures to expose the students to diversesocial structures and

issues in the neighbouring areas through various clubs, departments, cells to inculcate in them an awareness of the various of holistic education and empathy for the needy and less privileged sections of the society in protecting the environment, saving lives and reaching out to the masses as an act of humanity by conducting various awareness programmes, cleanliness drives, visiting schools, fellowship with jail inmates, blood donation, distribution of sapling. Besides, the college also observes all those significant days of both National and International importance. All these community services and observance of important days resonates well with the motto of the college "Learn & Shine" where the classroom learning are being made to utilized to reach the unreach and they are encouraged to shine in the society by their exemplary actions.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

Plan of Action i) Preparedness for implementation of NEP. ii)To introduce more courses in upcoming sessions iii)More seminars and workshops to be organized. iv)To increase more add on certificates. v) Empowering students to imbibe outreach initiatives through different clubs and committees. vi) Organizing activity or events on cross cultural issues. vii)To motivate the faculty for minor research and major projects. viii)To organize more activities in the college for holistic development.