

**SELF STUDY REPORT-2016**  
**FOR**  
**NAAC CYCLE-2 ASSESSMENT & ACCREDITATION**



**ORIENTAL COLLEGE**

*(An Autonomous Government College Affiliated to Manipur University)*  
*Takyelpat, Imphal-795001, Imphal West, Manipur*



**SUBMITTED TO**  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
**P.O. BOX NO. 1075, NAGARBHAVI, BANGALORE-560072**

**SUBMITTED BY**  
**ORIENTAL COLLEGE, TAKYELPAT, IMPHAL-795001**  
**MANIPUR**

**GOVERNMENT OF MANIPUR  
OFFICE OF THE PRINCIPAL  
ORIENTAL COLLEGE**

(An Autonomous Govt. College, affiliated to Manipur University, Canchipur, Imphal)  
Takyelpat, Imphal West, Manipur, City: Imphal Pin Code: 795001  
Phone : 0385-2452358 Fax : 033-2452358  
E-mail: [oriental.dlink@gmail.com](mailto:oriental.dlink@gmail.com)  
Website : [www.orientalcollege.edu.in](http://www.orientalcollege.edu.in)

No. 256/NAAC/OC-09

Imphal, the 30<sup>th</sup> May, 2016

To

The Director,  
National Assessment and Accreditation Council  
P.O. Box No. 1075, Nagarbhavi,  
Bangalore-560072.

Subject:- Uploading **Self Study Report(SSR)- 2016** of Oriental College, Takyelpat, Imphal-795001 for NAAC cycle 2 Reaccreditation in our college website [www.orientalcollege.edu.in](http://www.orientalcollege.edu.in).

Sir,

In order to comply with the submission of LOI and SSR -2016 of our college as per the new guidelines w.e.f.1-8-2015 and letter No.NAAC/E&NE/HKA/Cycle2/MNCOGN14164/2016 dated 27<sup>th</sup> April,2016 through East & North East Region, NAAC [naac.ner@gmail.com](mailto:naac.ner@gmail.com) dully signed by B.S. Madhukar, we are glad to upload our SELF STUDY REPORT-2016 in the college website [www.orientalcollege.edu.in](http://www.orientalcollege.edu.in) for the Second Cycle Assessment & Re-Accreditation showcasing the key aspects of the process and progress of the college during the post-accreditation period (2011-2015), accompanied by enclosures as listed in the contents page of the SSR.

I am, therefore, to look forward your good decision for peer team inspection in our college.

Thanking you,

Yours faithfully

*Dr. Th. Biren Singh*  
(Dr. Th. Biren Singh) 30/5/2016  
Principal

Oriental College, Takyelpat, Imphal  
Email: [biren2thoudam@gmail.com](mailto:biren2thoudam@gmail.com)  
Mobile No. 9774154998


*Principal*  
Oriental College Imphal  
Government of Manipur

## PREFACE

The Oriental College was founded on 8<sup>th</sup> August, 1963 as a private co-educational college by Late Shri Nongthombam Ibomcha Singh popularly gone by the name Tera Lai (god of Tera), a renowned politician and social worker. The College was first affiliated to Guahati University in 1963 and then to Manipur University in 1987. It was taken over by the State Government as a full fledged Government College in the year 1978. The College was recognised by the UGC under section 2(f) and 12(B) of UGC Act, 1956 in the year 1988. It was accredited 'B' Grade with CGPA 2.41 by the NAAC, Bangalore on 8<sup>th</sup> January, 2011. We are still grateful to the NAAC Peer Team for examining our systems and validating our claims about our College in the first assessment and accreditation upon which the College was awarded B grade in the year 2011. In course of the institutional process, we have tried at our best level to implement the suggestions made by the NAAC Peer Team. This is a matter of great satisfaction that the teaching, non- teaching staff, students and the administration have been working as a team with understanding and missionary zeal in its pursuit of quality and excellence in education. In its efforts towards progression, the UGC has decided to grant Autonomous Status to the College vide its letter No. F. 22-1/2014(AC) dated 7<sup>th</sup> January, 2014 subject to the fulfilment of certain given conditions; and consequently, the College has started implementing the same from the academic session, 2014-2015 with the concurrence from the State Government and the conferment by the Manipur University. We tried at our best level to comply with the UGC's good suggestions and a compliance report for the same has been submitted to the UGC. As a result of the compliance report the UGC has intimated a letter (copy enclosed as Annexure) to us for its expert team visit to the college for the final approval of autonomous status of the college.

Whereas the post accreditation period (2011-2015) of the college comprised affiliating system (2011-2013) and autonomous system (2014-2015), the college, according to the advice of the NAAC, prepared and compiled this Self Study Report (SSR) for the Second Cycle Reaccreditation in the manual of autonomous colleges.

The SSR was prepared by a dedicated team of staff comprising all the Heads of Departments (HODs) and Coordinator of IQAC headed by the Principal. We hopefully expect the visit of NAAC Peer Team to our College and their valuable suggestions for further all round improvement towards a reputed higher education institute (HEI) in the country. It is obligatory that we should extend our full cooperation to the NAAC inspection team during their visit at our college.

  
(Dr. Th. Biren Singh)  
Principal

Oriental College, Takyelpat, Imphal

**ORIENTAL COLLEGE SELF- STUDY REPORT 2016**  
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## **ORIENTAL COLLEGE SELF- STUDY REPORT 2016**

### **A. EXECUTIVE SUMMARY**

Oriental College, an autonomous college (implemented from the academic session, 2014-2015), one of the oldest Government colleges in the state, located at Takyelpat, established in 1963, aims towards offering quality education to its students fulfilling of the needs of the stakeholders under the specifications laid down by the University Grants Commission (UGC), the Manipur University (the affiliating university), the Government of Manipur and the National Assessment and Accreditation Council, Bangalore. Shri Nongthombam Ibomcha Singh, one of the pioneers of politicians in Manipur during 1970s founded the college with physical and monetary support from a number of local people. With the vision to achieve excellence in higher education, empowerment through knowledge, inclusive growth for socio-economic change, sustainable development and catering students for facing global requirements, the College attempts to nurture their competence and creativity through innovations in teaching-learning and evaluation, research and extension activities, including the adoption and promotion of knowledge output for human development, women's education, optimum use of available human infrastructural facilities, participation of all the stakeholders in the quality assurance of the College, creation of awareness of human rights, value system, culture, heritage, scientific temper and environment.

The IQAC of the college was formed on 09-11-2009, before the first assessment in 2011, wherein the College was accredited with B Grade (CGPA 2.41). The IQAC of the College has developed several quality assurance mechanisms within the existing academic and administrative system. It envisions Total Quality Management (TQM), for quality sustenance and improvement in academic and administrative activities of the institution. It supports the organization of workshops, awareness programmes, extension lectures, curricula activities, teaching-learning and evaluation, research oriented seminars, planning/implementation of advanced learning resources, ICT management and suggestions for empowerment of staff, leadership and governance patterns in strategic planning. It collects, maintains and analyses documents directly/through the College office. Policies/plans regarding quality assurance are communicated in meetings of the different sub- committees, Teachers' Council, Non-teaching Staff Association, Students' Union and alumni, and to the University, State Govt. and NAAC through different reports submitted annually (Annual Academic Report, Performance Statement, AQAR). It analyses the feedback received from all stakeholders and informs all concerned about its outcome for correction and amelioration. Representatives of all stakeholders (management, teachers, students, non-teaching staff Manipur University and alumni) are involved in the IQAC. The IQAC publishes an annual Prospectus as News Bulletin.

A brief survey of the academic and co-curricular activities, considered criterion-wise, shall be worthwhile.

## **Criterion I: Curricular Aspects**

The College offers 13 UG programmes affiliated to the Manipur University. The College follows strictly the curriculum designed by the affiliating University before the implementation of autonomous status to it. After implementation of the same to the College, the institution looks into the curriculum of the University, takes up steps in respect to this criterion, how the curriculum either assigned by the University or marginally supplemented or enriched by the institution or totally remade aligned with the institutional mission. The institution also considers the practices to be initiated covering institutional programme options and courses that are in tune with the emerging national and global trends and relevant to the local needs. The aspects on career orientation, multi-skill development and involvement of stakeholders in curriculum updating, are also gauged within this criterion.

The college offers 13 UG programmes affiliated to the Manipur University. The Institution designs and develops its own curriculum by introducing value added and honours supportive courses to the University curriculum. This curriculum is strengthened by introducing four UGC supported one year Career Oriented Programmes comprising Certificate and Diploma courses and by establishing Biotech Hub sponsored by Biotech Consortium India Limited.

The institution organises an integrated framework of mechanisms for academic flexibility, curriculum enrichment and for feedback system. The mechanism comprises statutory bodies/councils/committees, non-statutory committees, alumni, heads, deans, staff and faculty, and students representatives. Review and redesign also include within the curriculum aspects of the institution.

**Criterion II-Teaching-Learning and Evaluation:** The institution frames policy and programmes to deal with its efforts to serve its students of different backgrounds and abilities through effective teaching-learning and evaluation experiences. The institution focuses on the instructional techniques that engage students in higher order “thinking” and investigation through the use of interviews, group discussions, debates, projects, presentations, practical and application of ICT resources. It also focuses on the adequacy, competence and the continuous professional development of the faculty who handle the programme of study. The techniques to be used to continuously evaluate the performance of teachers and students are also taken into consideration. In the implementation of the policy and programmes of teaching-learning and evaluation, the institution considers the following aspects:

- Student Enrolment and profile Admission of students is done through admission test accompanied with counselling ensuring equity and wide access as reflected from the student profile and complying with Government norms.
- Catering to Student Diversity Special attention is provided for students coming from economically backward families and differently-abled students. Gender equity is also considered.
- Teaching-Learning Process Student centric teaching-learning modalities are introduced in the individual and collaborative learning of the students. Interactive and participatory approach is also introduced.

- **Teacher quality:**  
The institution frames provisions so as to encourage the faculty to learn, innovate, continuously seek improvement in their work and strive for individual and institutional excellence.
- **Evaluation Process and Reforms:**  
The institution reforms the examination system into a system consisting of Continuous Internal Assessment/Evaluation (CIA) and Semester End Examination in other to increase the efficiency and effectiveness in the system of evaluation. The institution also considers the issues related to assessment of teaching and evaluative processes.
- **Student Performance and Learning Outcomes.**  
The institution evaluates Learning Outcomes of the students every year and this assessment provides an indication of the areas where learning has happened and where it has to be improved upon.
- The institution in its implementation provides appropriate measures in terms of acquisition of skills and knowledge for improvement of the learning outcomes in order to achieve the desired outcome of the learning process.

**Criterion III- Research, Consultancy and Extension:** Even though the college is a UG one, the management encourages research activities in the institute and frames policies to promote a research culture. The management provides provisions for granting study leave permissible under rules to the faculty members for their research work/ research related activities inside or outside the college. The College encourages the faculty members to undertake research work and projects and research related activities.

In order to mobilize resource for research, the institution invites research proposals from the faculty members and then the submitted proposals are forwarded to the funding agencies/organizations for their approval and granting funds. During the last four years three Minor research projects : one in English Department, one in Mathematics Department and one in History Department have been completed under UGC funding. Three Seminars/conferences sponsored by UGC and two conferences/seminars sponsored by the State Government were conducted during the last four years. A Major Research Project sponsored by Atomic Energy Regulatory Board, Mumbai, is going on in the department of Physics.

The institution provides space, computer, internet facilities, departmental library in each department and in addition to these laboratory equipments are provided in science departments. All equipments, books and journals purchased during the research projects are kept in the concerned

departments. An institutional level Biotech Hub was established in 2011 under Biotech Consortium India Limited. It is actively engaged/engaging in research activities of the institution.

The institution encourages the faculty members in publishing books/chapter(s) in book(s) and research papers in peer referred reputed journals. During the last four years, three standard books: one in Manipuri department, one in English department and one in Mathematics have been published with ISBN code. More than 40 research papers written by the teachers of the institution have been published during the last four years. Information are there that papers are communicating for publication. Four Associate Professors( one in Mathematics, one in Zoology, one in Physics and one in Chemistry) are actively working as Research Guides and/or Co-Guides under Manipur University and/or other Universities. Under their supervision four Ph.D. Research Scholars (two under Manipur University& two under Jodhpur University) in Mathematics, one in Zoology (under Manipur University) have been produced during the last four years.

A research committee, comprising Heads of Departments and senior faculty of the institution, has been constituted. This committee provides free consultancy service to the faculty member through individual contact and Departmental meetings , and encourages and motivates them in publishing books/chapter(s) of book(s) and research papers in peer referred reputed journals. More than 80% of the faculty members are found engaging in their research work.

In the institution, a new dimension in research activities began during the last two years. Some of the faculty members began to extend their research activities relating to social issues based on local needs. They began to work in the issues of water harvesting, ecology, global warming, bamboo cultivation and utility, etc. In December, 2015 the institution organised an International Conference on “ World Bamboo Day cum Workshop”, which is a first time conference in the state, sponsored by SALAI HOLDINGS, Private Limited, Manipur . The institution is expecting good outcomes from such activities.

The institution provides provisions for collaboration permissible under rules with external organizations/firms in the areas of research activities. A good understanding is being organised with the Salai Holdings Private limited for collaboration in research activities.

Criterion IV- Infrastructure and Learning Resources: The institution has an all-round fenced land area of 7.5 acres . There are one G+1 Academic Block, 13 departmental rooms, 27 class-rooms, 6 departmental laboratory rooms, Students’ Union room, Boys’ Common room, Girls’ Common room, Counselling Cell, one Central Library building, one Biotech Hub building, one G+1 Boys’ Hostel, one G+1 Women’s Hostel, one Multipurpose Hall, One Indoor Stadium, one Swimming Pool with Filtration Plant, one Computer room, one Conference Hall, one Language Lab. room, one Canteen, vehicle parking, Playground and one Quarter for chawkidar, and all these are optimally utilized by the institution in order to maintain the quality of academic and other programmes on the campus.

The institution provides adequate library holdings. In the library there are adequate number of text books, reference books, journals and reading materials. Facilities like audio visual aids, computers, internet, Inflibnet, xeroxing machine , reading table & chairs, spaces for teachers and students are made available in the central library. In the Departmental libraries



there are a number of departmental advanced books for research and other uses.

The institution adopts policies and strategies for adequate technology deployment and maintenance. There are two smart boards, four LCD projectors, one PCR machine which are optimally utilized for the purpose of teaching-learning and scientific verification.

The institution has resources in order to provide mechanisms for regular upkeep of the infrastructure facilities and the optimum use of the same. Repairing and innovation are some of the practices for same.

The institution also adopts policies and strategies for overall improvement of infrastructure and learning resources and pursues to the top management i.e. to the State Government for its timely implementation.

**Criterion V- Student Support and Progression:** The institution adopts policy and schemes for student support and progression. The college website, [www.orientalcollege.edu.in](http://www.orientalcollege.edu.in), college prospectus, office notice board, departments' notice boards, bulk SMS system provide relevant information to the students and stakeholders. The college provides free-ships for tuition fees to OBC, ST, SC students. Welfare schemes that the institution provides for the students include scholarships/financial assistance from UGC/state government/NEC/other national agencies, reservation in admission, remedial coaching, and prizes in cash/kind to meritorious students from college fund. Opportunities/facilities for career counselling, publication in the College Magazine/wall magazines, participation in sports, NSS and cultural activities enable students to develop themselves as qualified and worthy citizens of the nation. Special support provided to students at risk of failure/drop-out include tutorials/discussions/remedial coaching/personal, academic, social counselling/concept clarification/problem solving exercises/revision /enhancement of communication skills/ arts of reading-learning/ additional CIA assessment/ additional semester-end examinations . The pass-out students have a good success-record in post graduate studies, competitive examinations for administrative posts in government offices and in academic institutions during the last four years. The teachers conduct academic, personal, career and psychological counselling to the students. The College has adopted the UGC Regulations on curbing the menace of ragging in higher educational institutions and has constituted an Anti -Ragging & Drug Abuse Committee with members: SDO, circle Police OC, legal consultant and the senior staff members of the College. No instances of ragging have been reported during the last four years.

The formation and role of the Students' Union strictly follows the statute (framed under Lindo Commission) of the State Government. It maintains a concordant atmosphere, promotes the academic environment in the campus, brings the grievances of the students to the notice of the authorities and creates a link between administration and students. Most of its financial requirements are met by the College. There are representatives of the Students' Union in important academic and administrative bodies for development, quality sustenance and enhancement.

**Criterion VI- Governance, Leadership and Management:** The College being a government one, the top management of the institution is the State Government, Government of Manipur. Within the campus, the Governing Body is the highest decision making authority with the Principal as its Secretary. The principal plays the leading role in the governance and management of the institution, ensuring transparency and accountability in the functioning of the College and maintaining core values, on being facilitated by the GB and supported by the staff and faculty members. The College has an efficient co-ordination/internal management system under the leadership of the Principal for designing and implementing its policies/and plans effectively through statutory committees constituted by nominees/representatives of stakeholders and non-statutory committees, constituted by the principal, of teaching and non-teaching staff and students. The institution practises the practice of teamwork and this leads to the best practices of the institution. The participative/democratic principle of the management propels all plans and policies and their implementation and effect, towards consultation with the GB, IQAC and other committees. Thus, empowerment through total decentralization of the administrative system promotes co-operation, sharing of knowledge and innovations. The development, supervised by the management, comprises extension of building, providing additional facilities, introduction of new courses, inclusion of new faculty, employing visiting teachers, etc. The democratic set-up is extensive with each unit/department having fullest freedom to innovate and plan its perspectives of improvement in teaching-learning, development, maintaining the line of hierarchy to ensure harmony. The College arranges confidential evaluation of the teachers and the overall institutional performance by the students, which is perused by the Principal, who takes necessary actions/initiatives for further improvement for quality assurance of the institution. Salary of all staff is paid within the 1<sup>st</sup> week of every month from the fund released by the State Govt. All permanent staff comes under the CPF and Group Insurance schemes. Income tax of the faculty members is deducted at source from the salary by using treasury challan and submitted returns quarterly through e-filing. Gratuity is paid on the date of retirement. Loans from banks are easily available as per the extant rules. Those who are employed on part-time/contractual basis are offered worthwhile pay-scales fixed and sanctioned by the state government. Funds are allocated/grants are applied for as per UGC schemes for the building/development projects of the institution. Income/expenditure are closely monitored by the Head Clerk and Accountant and overseen by the Principal. Judicious expenditure of funds involving proper procedure for purchases by the Purchase Committee with regular audit (internal and external) of the budget indicates transparency in financial affairs.

**Criterion VI-Innovation and Best Practices:** The institution undertakes various activities to display sensibility to issues like environmental awareness inside and outside the college and climate change. It adopts environment friendly practices and takes necessary actions such as – college eco-park development, campus cleanliness, rain water harvesting in natural process, waste management etc. Tree plantation programmes are adopted by the NSS volunteers during the Special Camping at the adopted villages.

In the teaching-learning and evaluation front, the College has undertaken voluntary, active initiatives for achieving its goals of quality enhancement and sustenance as well as

employable skill development. So the College has shown best practices in (i) teaching-learning, and (ii) evaluation reformation.

New self-learning methods are added to the traditional rote-learning system. Efforts have been made to increase IT based teaching-learning system along with revamping of laboratory and class room infrastructure.

In addition to the syllabi of the affiliating University, the College ventured to introduce new value-added/ foundation and career oriented courses in the interest of the students using existing faculty potential which is already under-staffed.

The teachers and the students are guided by the comprehensive academic calendar, daily class-routine and teaching plan. Student attendance is closely monitored and is recorded every class taken and every event the students have to go through during the working hours in the College.

Evaluation of the students has been made based on continuous internal assessment (CIA) carrying 40 marks following 7 criteria, namely Unit Tests, Home assignment, Project, Seminar, Quiz, Group Discussion and Attendance. The use of OMR sheet for MCQ application is introduced in holding Unit Tests. The Semester End Examination (SEE) carries only 60 marks. Questions are made student friendly. Double evaluation system is applied in answer script examination. Additional SEE is also conducted, within one month from the date of declaration of the results, for those students who fail in certain subjects to give an opportunity to arrest number of Back Paper and drop-out rate. A 7-scale grading system of score is also introduced for the first time in the state. This is against the affiliating University norms of Pre-Final examination (non-credit) and final Semester Examination of 100 marks carried on among its affiliated colleges.

### **SWOC Analysis**

#### **1. Institutional Strengths:**

- The clearly stated vision, mission statement and well-defined policy are the foundation of the College. Providing value-based education to all irrespective of religion, caste, creed and sex under a long-time visionary, dedicated, founder and deeply passionate local-linked early history give impetus to its development.
- Oriental College is fully State Government college. The employees are recruited and paid salary as per rules of the Govt. The state Govt. is responsible for development of the College.
- The College is situated at an ideal location of rural-urban peripheral setting. It is located in Hourang sabal Gram panchayat, Imphal West district. The surrounding people have special attachment with the College. The hinterland beyond the west of Imphal city is very vast inhabited by different ethnic groups.
- There is ample scope for future expansion of campus beyond the present 7.5 acres.
- With 34 Ph.Ds and 19 M.Phils out of 76, the teachers are sincere and dedicated. Some are constantly undergoing research work, major/minor, publishing national and

- international research papers. They are united and volunteered for a common cause.
- There is a democratic set-up of overall academic administration and management in the College. The various organs, committees, cells, etc. are functioning their parts for the whole.
  - Inclusive including differently abled, well disciplined students.
  - There is a Students' Union formed by a democratic process (under Lindo Commission) every year. It contributes a lot to the development of the college.
  - The Alumni Association and Parents-teachers Association of the College have been stakeholders.
  - Transformation to autonomous learning system and reformation of evaluation system.

## 2. Institutional Weakness:

- Lack of demand prompt support of the state government.
- Weak institutional financial position and lack of financial resources.
- Inability to maintain an attractive campus development without Support of the Govt.
- Inadequate ICT facilities.
- Inadequate academic buildings and learner-friendly class rooms.
- Lack of modern Laboratory infrastructure.
- Lack of recognised Research Centre and outside linkage and collaboration.
- Inability to open IT and job oriented courses/programmes.
- Prolonged understaff condition, particularly in Central Library and Administrative Block.
- Lack of campus recruitment facility.

## 3. Institutional Opportunities:

- The later development as industrial and academic centre in Takyelpat-the locality of the College- by the State and the Central Govts. has given ample opportunity for research collaboration and linkage, placement and entrepreneurship support for our students. The major establishments are ITI, Blind and Deaf-Mute School, Sports Authority of India (SAI), Institute of Biodiversity and Sustainable Development (IBSD), MANITRON, Institute of Plastic Technology, State Academy of Training, State Science Centre, etc.
- Promotion of national integration, equity and equality, through inclusive policy of the College in a region of multi-ethnic (ST, SC & Others) and multi-religious communities (minorities), particularly rural and disadvantage section of the society.
- Sports and traditional cultural items of the varied ethnic groups provide opportunities for students' exposure as extra-curricular activities.
- There is ample scope for promotion of teaching-learning and research through networking with various institutions.
- Maximum students are getting study grants/scholarships through various schemes of the central/state government and other funding agencies.
- There is ample opportunities for MOU with Govt. and private institutions for students' career support measures.

- Development of the College through participation of Alumni Association, NIMS (Nongthombam Ibomcha- founder- Memorial Society) and parents.
- To establish linkage with local Clubs, NGOs and Govt. engaged in tribal welfare and rural upliftment activities for community extension service/outreach activities of students and teachers.
- The College, being situated by the side of the Imphal- Jiri National Highway, will have opportunity when the Jiri-Imphal railway opens in 2017 as part of Act East Policy of the country for catering to national and international students. This has been incorporated in Vision Document of the College.
- The implementation of Autonomous Status from 2014-15 session has now become a great opportunity to realise all the institutional goals and vision.

#### 4. Institutional Challenges:

- Lack of effective orientation from traditional to autonomous culture inspite of organising workshops and seminars for motivating teachers for upgrading skills including the application of modern technology
- Problems of motivation to engage in research activities, particularly in Arts.
- Being insurgency prone state concomitant with sudden internal chaos in multy ethnic dimension causing law and order problem, the normal classes and full working days remain always uncertain.
- Lack of effective quality education inspite of taking up quality enhancing measures.
- Problem of orientation, maladjustment and knowledge gap of newly admitted students. While following the institutional policy of inclusiveness and flexibility with special emphasis on disadvantaged section of the society, many low stub and cross-programme opted candidates are admitted. Worst should be transformed into better or best.
- Core values of higher education identified by NAAC are to be augmented at any cost.
- Ability to meeting emerging challenges of globalisation and liberalisation by properly reflecting in the curriculum has been a challenge.
- Unability to keep full fledged staff.
- Search for financial resources for improvement of financial position has been a challenge.
- Sustainance of Autonomous Status of the College, the only position in Manipur and the third in the North-Eastern region is a challenge to be faced by the Institution.

#### 3. Future Plan during the next five years:

- To introduce Post Graduate programmes initially in three Departments.
- To introduce IT course.
- To create a centre of value research in Life Science.
- To opt for College with Potential for Excellence.
- To strengthen Placement Cell to facilitate campus recruitment.
- To apply for B.Voc. programmes under KAUSHAL.
- To encourage and motivate for more research activities and collaborations such that these may contribute to national development.

- To encourage and motivate students' projects that would explore their potentials for global competency.
- To organise coaching classes for students aspiring for competitive examinations.
- To organise Bridge Course for new entrants, and academically weaker students.
- To develop curriculum for effective inculcation of value system among the students.
- To adopt strategy and measures for enhancing and sustaining quality in education.
- To augment ground preparation for the Institutional vision of a Deem University.

**5 Core Values of NAAC:**

- ★ Contributing to National Development
- ★ Fostering Global Competencies among Students
- ★ Inculcating a Value System among Students
- ★ Promoting the Use of Technology
- ★ Quest for Excellence

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### B. PROFILE OF THE COLLEGE

1. Name and address of the College:

Name :	ORIENTAL COLLEGE (AUTONOMOUS)	
Address:	Takyelpat, Imphal West, Imphal	
City:	Pin :795001	State: Manipur
Website :	<a href="http://www.orientalcollege.edu.in">www.orientalcollege.edu.in</a>	

2. For communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Th. Biren Singh	O:0385-2452358	9774154998	2452358	<a href="mailto:biren2thoudam@gmail.com">biren2thoudam@gmail.com</a>
Vice-Principal	Nil				
Steering Committee Co-ordinator	L. Mani Singh	O:0385-2452358	9402880647	2452358	<a href="mailto:mslaishram9@gmail.com">mslaishram9@gmail.com</a>

3. Status of the Autonomous College by management.

- i. Government:
- ii. Private
- iii. Constituent College of the University

4. Name of University to which the College is Affiliated: **Manipur University, Canchipur, Imphal.**

5. a. Date of establishment, prior to the grant of 'Autonomy': **(88/08/1963)**

b. Date of grant of 'Autonomy' to the College by UGC:  
**(13/01/2014)**

6. Type of institution:

- a. By Gender
  - i. For Men
  - ii. For Women
  - iii. Co-education

b. By shift

- i. Regular
- ii. Day

iii. Evening

c. Source of funding

- i. Government

ii. Grant-in-aid

iii. Self-financing

iv. Any other (Please specify)

7. Is it a recognized minority institution?

Yes

No

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

8. a. Details of UGC recognition:

Under Section	Date, Month & Year	Remarks
i. 2 (f)	02/08/1988	
ii. 12 (B)	02/08/1988	

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

b. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) **Nil**



Under Section/clause	Day, Month and Year	Validity	Programme/institution	Remarks
i.				
ii.				
iii.				
iv.				

(Enclose the Certificate of recognition/approval)

9. Has the College been recognized

a. by UGC as a 'College with Potential for Excellence'(CPE)?

Yes  No

If yes, date of recognition : ..... (dd/mm/yyyy)

b. For its contributions/performance by any other governmental agency?

Yes  No

If yes, Name of the agency ..... and Date of recognition: (dd/mm/yyyy)

10. Location of the campus and area:

Location *	Rural
Campus area in sq. mts or acres	30351
Built up area in sq. mts.	2151.46

(\* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Does the College have the following facilities on the campus (Tick the available facility)? In case the College has an agreement with other agencies in using such facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex
- Sports facilities
- play ground
- swimming pool
- gymnasium
- Hostel
  - Boys' hostels
  - Girls' hostels
- Residential facilities
  - for teaching staff
  - for non-teaching staff
- Cafeteria

- Health centre –(The College neighbours a Primary Health Sub-Centre of the Govt.)
  - First aid facility
  - Inpatient facility
  - Outpatient facility
  - ambulance facility
  - emergency care facility
- Health centre staff –
  - Qualified Full time Part-time
  - Qualified Full time Part-time
- Other facilities-(These facilities are available in the neighbourhood.)
  - Bank
  - ATM
  - post office
  - book shops
- Transport facilities (available it being situated by the side of state highway.)
  - for students
  - for staff
- Power house
- Waste management facility

12. Details of programmes offered by the institution: (Give data for current academic year)

Sl. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student	No. of students admitted
1	UG	i.B.A. (General & Honours) ii. B.Sc. (General & Honours)	3 years	XII passed	English	1000	631
2	PG	Nil					
3	Integrated Masters	Nil					
4	M.Phil.	Nil					
5	Ph.D.	Nil					
6	Integrated	Nil					
7	Certificate	COP/COC (4 courses)	1 year	XII passed	English	50	631
8	Diploma	COP/COC (2 courses)	1 year	Certificate course passed	English	50	20
9	Advance Diploma	COP/COC(2 courses)	1 year	Diploma course passed	English	50	15
10	PG Diploma	Nil					

11	Any other (please Specify)	i.Value Added ii.Honours Supportive Course	1year	i.XII passed ii.2 <sup>nd</sup> Sem. passed	English	1000	631
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13. Does the institution offer self-financed Programmes?

- Yes      No

If yes, how many?

14. Whether new programmes have been introduced during the last five years?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

If yes, number: 2 COCs.

15. List the departments: ( Do not list facilities like library, Physical Education as departments unless these are teaching departments and offer programmes to students)

Particulars	Number	Number of students
Science: (Anthropology, Botany, Chemistry, Zoology, Mathematics) Under Graduate Post Graduate Research centre(s)	6 0 2	348
Arts: (English, Education, Economics, Geography, History, Manipuri, Political Science, Mathematics) Under Graduate Post Graduate Research centre(s)	8 0 0	283
Commerce: Under Graduate Post Graduate Research centre(s)		
Any Other (please specify): COP/COC Under Graduate Post Graduate Research centre(s)	4	631

16. Are there any UG and/or PG programmes offered by the College, which are not covered under Autonomous status of UGC? Give details.

17. Number of Programmes offered under (Programme means a degree course like BA, MA, BSc, M Sc, BCom etc.)

- a. annual system
- b. semester system
- c. trimester system

18. Number of Programmes with

- a. Choice Based Credit System: 13
- b. Inter/multidisciplinary approach: 3
- c. Any other ( specify): Nil

19. Unit Cost of Education

*(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)*

(a) including the salary component: Rs. 76232.93

(b) excluding the salary component: Rs. 13528.00

20. Does the College have a department of Teacher Education offering NCTE recognized degree programmes in Education?

Yes  No

If yes,

a. How many years of standing does the department have?

..... years

b. NCTE recognition details (if applicable)

Notification No.: .....

Date: ..... (dd/mm/yyyy)

c. Is the department opting for assessment and accreditation separately?

Yes  No

21. Does the College have a teaching department of Physical Education offering NCTE recognized degree programmes in Physical Education?

Yes  No

If yes,

a. How many years of standing does the department have?

..... years

b. NCTE recognition details (if applicable)

Notification No.: .....

Date: ..... (dd/mm/yyyy)

c. Is the department opting for assessment and accreditation separately?

22. Whether the College is offering professional programme?

Yes  No

If yes, please enclose approval / recognition details issued by the statutory body governing the programme.

23. Has the College been reviewed by any regulatory authority? If so, furnish a copy of the report and action taken there upon. **No.**

24. Number of teaching and non-teaching positions in the College (as on March, 2016)

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government	0	0	0	0	34	30	8	7	13	10
<i>Recruited</i>	0	0	18	19	15	19	14	9	14	11
<i>Yet to recruit</i>	0	0	0	0	0	0	0	0	0	0
Sanctioned by the Management/Society or other authorized bodies	0	0	0	0	0	0	0	0	0	0
Recruited										

\*M-Male \*F-Female

25. Qualifications of the teaching staff (as on March, 2016)

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc./D.Litt.	0	0	0	0	0	0	0
Ph.D.	0	0	5	5	10	11	31

M.Phil.	0	0	0	5	3	7	15
P.G.	0	0	13	9	2	1	25
Temporary							
D.Sc./D.Litt.	0	0	0	0	0	0	
Ph.D.	0	0	0	0	0	0	
M.Phil.	0	0	0	0	0	0	
P.G.	0	0	0	0	0	0	
Part-Time							
D.Sc./D.Litt.	0	0	0	0	0	0	
Ph.D.	0	0	0	0	0	0	
M.Phil.	0	0	0	0	0	0	
P.G.	0	0	0	0	0	0	

Total= 71

26. Number of Visiting Faculty/ Guest Faculty engaged by the College: **2 (two)**

27. Students enrolled in the College during the current academic year, with the following details: (2015-16)

Students	UG		PG		Integrated Masters		M.Phil.		Ph.D.		Integrated Ph.D.		D.Litt. / D.Sc.		Certificate		Diplo ma		Advance Diploma	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
From the state where the College is located	312	317	--	--	---	---	---	---	---	---	---	---	---	---	312	317	03	05	02	03
From other states of India	01	01													01	01				
NRI students	00	00																		
Foreign Students	00	00																		
Total	313	318													313	318	03	05	02	03

\*M-Male F-Female

28. Dropout rate in UG and PG (average for the last two batches)

UG

PG

29. Number of working days during the last academic year. **240 days,**

30. Number of teaching days during the last academic year. **182 days.**

31. Is the College registered as a study centre for offering distance education programmes for any University? Yes  No

If yes, provide the

- a. Name of the University
- b. Is it recognised by the Distance Education Council?

Yes      No

c. Indicate the number of programmes offered.

32. Provide Teacher-student ratio for each of the programme/course offered.

B.Sc.: 12.5:1      B.A.: 9.81:1

33. Is the College applying for?

Accreditation :    Cycle 1     Cycle 2     Cycle 3     Cycle 4

Re-Assessment:   

34. Date of accreditation\* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only) Cycle 1: (08/01/2011) Accreditation outcome/results: **B Grade**.

Cycle 2: ..... (dd/mm/yyyy) Accreditation outcome/results

Cycle 3: ..... (dd/mm/yyyy) Accreditation outcome/results

\* (Kindly enclose copy of accreditation certificate(s) and peer team report(s) Cycle 1 refers to first accreditation; Cycle 2 and beyond refers to reaccreditation)

35. a. Date of establishment of Internal Quality Assurance Cell (IQAC): (06/11/2009)

b. Dates of submission of Annual Quality Assurance Reports (AQARs).

(i) AQAR for year 2011-12 on (10/03/2012)

(ii) AQAR for year 2012-13 on (19/04/2013)

(iii) AQAR for year 2013-14 on (25/06/2014)

(iv) AQAR for year 2014-15 on (03/12/2015)

36. *Any other relevant data, the College would like to include. (Not exceeding one page)*

Does not arise.

## **ORIENTAL COLLEGE SELF- STUDY REPORT 2016**

### **C. CRITERIA-WISE ANALYTICAL REPORT**

#### **CRITERION I: CURRICULAR ASPECTS**

##### **1.1 Curriculum Design and Development**

1.1.1 How are the institutional vision/mission reflected in the academic programmes of the College?

The vision, mission and objectives of the College:

##### **Vision**

- Enhancement of quality, sustainable in continuity.
- Transformation of the acquired knowledge into productive activities to cater to emerging local needs without compromising with the traditional and cultural values.
- Participation in the developmental process of the nation at par with emerging global scenario.

##### **Mission**

- To impart and spread knowledge through higher education to the learners coming from the economically backward families.
- To establish a centre of excellence in education by creating a good academic atmosphere.
- To produce graduates of global competency in the context of local needs.
- To provide the changing needs of the academic scenario.
- To fulfil personal, societal & national needs of the stakeholders.

##### **Objectives**



The main objective of the institution is to bring development of the economically backward families by giving their wards access to higher education aligned with the national goals and to provide equity and inclusiveness to all sections of students. The mission statement of the College addresses the vital and indispensable needs of higher education within the society irrespective of rich or poor community and caste or creed.

The distinctive characteristics of the institution are to hold up a mirror to society where the College is viewed as provider of educational services and to serve society well in a great many ways so that the institution, administrator, faculty, staff may receive the level of recognition, support and appreciation one would expect and hope for.

The logic of this mission statement suggests that college faculty and staff would be resolute in their efforts to ensure that graduates leave this institution with the disciplinary knowledge, skill, and competencies that are appropriate for workplace effectiveness and leadership.

These are communicated through the official website of the College at [www.orientalcollege.edu.in](http://www.orientalcollege.edu.in) and the College prospectus published every year at the time of admission. These are also displayed at proper places in the College campus.

For enhancement of the institution's objectives of imparting quality higher education to the youths, particularly from rural and economically weaker section and enhancement of sustainable quality and global competency, the College has introduced Honours Supportive Course (HSC) which aims at effective transaction of the University's curriculum and bridging knowledge gaps in the content. Two more value added courses- Human Rights & Duties (HRD) and Women Empowerment (WOE)- have been added as compulsory non-credit courses.

Another supplementary initiative taken up by the College is the introduction of career oriented add-on programmes (Mushroom Cultivation and Bio-informatics in Biodiversity) from 2019-11. In view of the present unemployment scenario, two more such courses (Food Processing & Quality Control and Communicative & Functional English) are being introduced from the next academic session (2015-16). This will ensure employable and entrepreneurship skills to learners particularly belonging to economically backward families.

The College follows the national policies of student inclusiveness, reservation and freeship to those belonging SC, ST, and OBC, besides special institutional policy for differently abled persons.

1.1.2 Describe mechanism used in the design and development of the curriculum? Give details on the process. (Need Assessment, Feedback, etc.)

As of now the College is following the curriculum of the affiliating University for all its courses offered. These courses are opened in the College after giving sanction, with financial involvement, by the state government as it is a government College. However the institutional vision objectives demand student enrichment courses such as career oriented add-on courses (COC), value added courses (VAC) and other supplementary courses.

The syllabi of COCs are adopted from the affiliating University. But the VACs are developed by the Board of Studies of Political Science Department of the College in consultation with Curriculum

Development Committee of the College. The need for these value added courses is assessed on the ground of providing a wider perspective on fundamental areas of contemporary local and global concern which the students should inculcate. The Honours Supportive Courses introduced in the College are developed by the respective BOSs based on need-based system involving the concerned faculty members and external/ affiliating University experts. Teachers and students feedback is also incorporated. Since the College has not been finally granted Autonomous status by the UGC, it still follows the course/ syllabus plan of the affiliating University. The development of the enrichment courses are approved by the Academic Council of the College.

1.1.2 How does the College involve industry, research bodies, and civil society in the curriculum design and development process? How did the College benefit through the involvement of stakeholders?

For designing and development as well as effective operationalization of curriculum, the College makes efforts to keep abreast of the new theoretical and practical trends in different fields of study as well as the emerging scenario and opportunities. So seminars, conference, workshops are organised in the college with external experts in the related fields. The faculty members of the College are also encouraged to participate in such programmes conducted by the Manipur University and other institutions/ agencies at the state, national and international level.

The College follows the Guidelines of the UGC in the formation of the Board of Studies of the different Departments and the Academic Council of the College which are involved in the curriculum design and development. The BOS and Academic Council of the College incorporate University nominees besides industrialist, professionals and imminent local personalities.

However, the College has not yet developed its own curricula of programmes. The process is going on.

1.1.4 How are the following aspects ensured through curriculum design and development?

\* Employability: Development of knowledge, skills and character ethics needed for self-employment and job market will be incorporated in the curriculum as given in the mission statement of the College.

\* Innovation: in the areas of teaching-learning, evaluation and library at par with the new trends in higher education.

\* Research: to ensure research involving both teachers and students through projects with an aim to create in future a recognised research centre in the College.

1.1.5 How does the College ensure that the curricula developed address the need of the society and have relevance to the regional/ national developmental needs?

Curriculum, by the very nature, is a specialised learning environment with a focus on the interests and abilities of students towards effective participation in the life of the community and the nation. So the needs of the society and enterprises, present and future, local, regional, national and global are assessed and included aligned with the College objectives. Taking the institutional limitation for granted, identification and choice of courses or programmes based on feasibility is to

be taken up by the Planning Committee of the College. The designed curriculum are discussed and given approval by the Academic Council and the Governing Body of the College. The needs and relevance are reflected in the curricular, co- and extra-curricular aspects. These are also reflected in the inclusion COCs and VACs.

1.1.6 To what extent does college use the Guidelines of the regulatory bodies for developing and restructuring the curricula? Has the college been instrumental in leading any curricular reform which has created a national impact?

The College follows the guidelines of the UGC, NAAC (5-core values of higher education), etc. in developing and restructuring the curricula.

The College has ambition for the curriculum to be one of the best in the country through regular reforms.

## 1.2 Academic Flexibility

1.2.1 Give details on the following provisions with reference to academic flexibility

- a. Core/ Elective options
- b. Enrichment courses
- c. Courses offered in modular form
- d. Credit transfer and accumulation facility
- e. Lateral and vertical mobility within and across programmes and courses

More than thirty different subjects/courses are offered by the Manipur University for general colleges. Of these the College has adopted thirteen subjects as Core/Elective options for pursuing General and Honours courses of B.A and B.Sc. Following the University norms, the students are allowed to opt any three as Elective subjects for B.A. and B.Sc. (General) programmes. Of the three Electives, a student may pursue Honours programme in a subject of his/her choice.

### a. Elective and Honours Subject Options:

B.A. Course			B.Sc. Course		
Sl.no.	Subject	Option offered	Sl.no.	Option offered	Status
1	Manipuri	Elective &Hons.	1	Physics	Elective &Hons.
2	English	Elective &Hons.	2	Chemistry	Elective &Hons.
3	Economics	Elective &Hons.	3	Mathematics	Elective &Hons.
4	History	Elective &Hons.	4	Botany	Elective &Hons.
5	Geography	Elective &Hons.	5	Anthropology	Elective &Hons.
6	Education	Elective &Hons.	6	Zoology	Elective &Hons.
7	Political Science	Elective &Hons.			

### Honours and Elective Combination Options:

Sl.No.	Degree	Hons. Subject	Elective Combination (any Two)
1	B.A. (Honours)	Manipuri	English, Economics, Geography, Education, History, Political Science
2		English	Manipuri, Economics, Geography, Education, History, Political Science
3		Economics	Manipuri, English, Geography, Education, History, Political Science, Mathematics
4		Geography	Manipuri, Economics, English, Education, History, Political Science
5		Education	English, Economics, Geography, Manipuri, History, Political Science
6		Mathematics	Economics, Geography, Pol. Science, Education, History
7		History	English, Economics, Geography, Education, Manipuri, Political Science
8		Political Science	English, Economics, Geography, Education, Manipuri, History
1	B.Sc. (Honours)	Anthropology	Botany, Zoology, Chemistry, Mathematics, Physics.
2		Botany	Anthropology, Chemistry, Zoology, Mathematics, Physics
3		Chemistry	Botany, Mathematics, Physics, Zoology
4		Mathematics	Chemistry, Physics, Anthropology, Botany, Zoology
5		Physics	Chemistry, Mathematics, Zoology, Botany, Anthropology
6		Zoology	Anthropology, Botany, Chemistry, Mathematics, Physics.

**General Course Elective option:**

Sl.No.	Degree	Elective Combination (any three)
1	B.A. (General)	Manipuri, English, Economics, Geography, Education, History, Political Science, Mathematics
1	B.Sc.(General)	Anthropology, Botany, Zoology, Chemistry, Mathematics, Physics, Economics

**b.i. Enrichment Courses offered by the University:**

General Foundation Courses-

1. General English/Modern Indian Language (Manipuri)
2. Regional Development Studies (North-East India)
3. Environmental Studies

**ii. Enrichment Courses offered by the College:**

Value Added Courses-

1. Human Rights and Duties
2. Women Empowerment.
3. Honours Supportive Courses

### **iii.Add-on Courses Option offered by the College-**

1. Mushroom Cultivation
- 1.Bio-informatics in Biodiversity
2. Food Processing and Quality Control
3. Communicative and Functional English.

The above student enrichment and employability courses are offered to students for choosing to undergo further higher studies besides getting entrepreneurship skills.

### **iv.Supportive Courses-**

The Honours Supportive Courses are basically designed to facilitate progression to higher studies and competency in other competitive examinations.

### **c.Courses offered in modular form:**

All UG Core/Elective courses offered by the University are structured with units arranged in modular form. The modules so arranged are used for tests in internal assessment as well as in teachers' workload arrangement.

**d.Credit transfer and accumulation facilities:** As of now there is no facility of credit transfer.

### **e.Lateral and vertical mobility within and across programmes and courses:**

After admission at entry level to a particular programme opting for a particular subject combination, a student is allowed to change the subject combination, or even the programme, subject to the condition laid down in the Ordinance (Course Structure) of the College, within two weeks from the commencement of the session. After that, as the process of continuous internal assessment begins, no lateral movement is allowed.

1.2.2 Have any course been developed specially targeting international students? If so, how successful have they been? If 'no', explain the impediments.

The College has yet not been developed curriculum specially targeting international students. But taking the opportunity of the country's 'Act East Policy' and the opening of Indo-Myanmar trade and communication, the College is planning for giving berth to foreign students of the east, particularly Myanmar.

1.2.3 Does the College offer dual degree and twinning Programmes? If yes, give details.

The College facilitates dual degree programmes with Career Oriented Courses. The Advance Diploma of COCs offered in the College is equivalent to bachelor degree.

1.2.4 Does the College offer self-financing programmes? If yes, list them and indicate if the policies regarding admission, fee structure, teacher qualification, and salary are at par with aided programmes.

The College does not offer self-financed programme as yet.

1.2.5 Has the College adopted the Choice Based Credit System (CBCS)? If yes, how many programmes are covered under the system?

All the thirteen subjects offered by the College are credit subjects. A student is allowed to choose any three as per the programme desired to pursue. The programmes include UG degrees in Arts and Science.

1.2.6 What percentage of programmes offered by the College follows:

\* Annual system: 33.33% (COCs)

\* Semester system: 66.66%

\* Trimester system: Nil

1.2.7 What is the policy of the College to promote inter-disciplinary programmes? Name the programmes and what is the outcome?

Policy of inter-disciplinary approach:

\* General Foundation and Value-added courses

\* Research unit including Departmental Labs.

\* School of studies (Life Sciences, Physical Sciences, Social Sciences, Humanities)

Sl. No.	Name of course/ unit	Departments involved
1.	Regional Development of North-East Region (GFC)	Anthropology, Geography, Economics, History, Political Science.
2.	Environmental Studies (GFC)	Environmental Science, Botany, Zoology.
3.	Human Rights & Duties (VAC)	Political Science, History.
4.	Woman Empowerment (VAC)	Political Science, History, Economics.
5.	Bio-Hub Centre	Chemistry, Botany, Zoology.
6.	Language Lab.	English, Manipuri.
7.	Botany Lab.	Botany, Bioinformatics in Biodiversity, Mushroom Cultivation, Food Processing & Quality Control.
8.	COC programmes-	Botany, Environmental Science.

	i. Bioinformatics in Biodiversity ii. Mushroom Cultivation	
9.	COC programmes- Food Processing & Quality Control	Botany, Chemistry.

The inter-disciplinary approach so far taken up has got encouraging feedback from students and teachers.

### 1.3 Curriculum Enrichment

1.3.1 How often is the curriculum of the College reviewed for making it socially relevant and/ or job oriented/ knowledge intensive and meeting the emerging needs of students and other stakeholders?

The College periodically reviews the curriculum based on the feedback collected through different mechanisms and tries to make it socially relevant and job oriented and to meet the emerging needs of students as well as stakeholders.

1.3.2 How many new programmes have been introduced at UG and PG level during the last four years? Mention details.

**\* Inter-disciplinary:**

Two value-added courses: i) Woman Empowerment ii) Human Rights & Duties.

Sl.no.	Course	Funding agency	Year started
1.	Human Rights & Duties	Institutional	2014-15
2.	Women Empowerment	-do-	-do-

**\* Programmes in emerging areas:**

Four COCs: I) Mushroom Cultivation ii) Bioinformatics in Biodiversity  
iii) Food Process & Quality Control iv) Communicative and Functional English.

Sl.no.	Course	Programme	Funding agency	Year started
1.	Mushroom Cultivation.	Certificate, Diploma, Advance Diploma.	UGC	2009-10
2.	Bio-informatics in Biodiversity.	Certificate, Diploma, Advance Diploma.	UGC	2010-11
3.	Food processing & Quality Control.	Certificate, Diploma, Advance Diploma.	UGC	2015-16
4.	Communicative & Functional English.	Certificate, Diploma, Advance Diploma.	UGC	2015-16

1.3.3 What are the strategies adopted for revision of the existing programmes? What percentage of courses underwent major revision?

The College has decided to follow the normal/general programmes of the affiliating University till the final conferment of Autonomous Status by the UGC to it.

1.3.4 What are the value-added courses offered by the College and how does the College ensure that all students have access to them?

Two value-added courses: i) Woman Empowerment ii) Human Rights & Duties. The courses are distributed in two Semesters and made compulsory for all students.

1.3.5 Has the College introduced any higher order skill development programmes in consonance with the national requirements as outlined by the National Skills Development Corporation and other agencies?

The COC programmes offered in the College have three levels as-

- i. Certificate Course, ii. Diploma Course, and iii. Advanced Diploma Course.

## **1.4 Feedback System**

1.4.1 Does the College have a formal mechanism to obtain feedback from students regarding the curriculum and how is it made use of?

The college has a formal mechanism to obtain feedback from students on curriculum, teaching-learning, evaluation and teachers. It is adapted from the NAAC suggestive sample. Prior to this the same downloaded assessment format was distributed to students through Deans to get it filled up and submitted to the concerned HODs. It was very lengthy and many questions were either left untouched or responded carelessly due to difficult terms needing consultation with their teachers. So the college has developed an institutional format to obtain feedback from students. The feedback so obtained is used to enrich/ reform the curriculum developed by the College including co- and extra-curricular programmes.

One example: The College had previously introduced one enrichment course- English Writing and Communicative Skill, in addition to the General Foundation Course- General English of the affiliating University. The objective was to groom the local youths with English communicative skills which the natives of this region generally weak. The course later on reformed under the course name 'Communicative and Functional English' based on students' feedback. It could not give the desired impact on the objective; rather it caused burdensome to them. It has been converted to COC.

1.4.2 Does the College elicit feedback on the curriculum from national and international faculty? If so, specify a few methods adopted to do the same – (conducting webinar, workshop, online forum



discussion, etc.). Give details of the impact on such feedback.

No, the College does, as of now, not elicit such feedback.

1.4.3 Specify the mechanism through which alumni, employers, industry experts and community give feedback on curriculum enrichment and the extent to which it is made use of.

Feedback is obtained from parents, alumni, employers, industry experts and other stakeholders through visits, interaction during meetings/ workshops/ seminars/conference organised in the College wherein they are invited. Feedback is also collected in written. The College is also being developed a common format as in other enterprises for obtaining feedback. This will enable us to reform the curriculum incorporating emerging needs of the society and the national development.

1.4.4 What are the quality sustenance and quality enhancement measures undertaken by the institution in ensuring development of the curricula?

The following quality sustenance and quality enhancement measures are undertaken by the College:

- to organise seminars and workshops with external experts as capacity building measure.
- to interact, and make used, with persons related to industrial, research, and other organisations and professionals.
- to hold meetings of all HODs and leading functionaries of the College to discuss emerging issues and feedbacks.
- to develop/ provide the required infra-structure of teaching-learning.
- to augment the Library.
- to upgrade the quality of the faculty members in terms of orientation and research.

*Give additional information regarding Curricular Aspects which the institution would like to include.*

Nil.

## **CRITERION II: TEACHING –LEARNING AND EVALUATION**

### **2.1 Student Enrolment and Profile**

2.1.1 How does the College ensure publicity and transparency in the admission process?

Entry level admission process starts from one and a half month ahead of the commencement of classes as the College academic calendar. Admission notice is uploaded in the College website [www.orientalcollege.edu.in](http://www.orientalcollege.edu.in) and also published in the local dailies and electronic media for wide circulation. Application form for admission is made available for sufficient number of days along with prospectus which includes, among other features and information, courses offered and intake capacity, fee structure, important events in the process of admission, etc. as decided by the Admission Committee of the College.

The selection procedure includes admission test based on MCQ and a written part (essay/paragraph writing) for English language conducted by the Admission Committee. The result is declared on the same day. There is a provision for rechecking of answer sheet provided a candidate applies for it. No other way than this is not allowed for getting admission.

2.1.2 Explain in detail the process of admission put in place for UG, PG and Ph.D. programmes by the College. Explain the criteria for admission (Ex. (i) merit, (ii) merit with entrance test. (iii) merit, entrance test and interview, (iv) common test conducted by state and national agencies, (v) others followed by the College.

The College offers programmes in Arts and Science only. Minimum cut-off marks eligible for submission of application form for admission to Semester I, fees, events of admission process, procedure of admission test and selection etc. are decided by the Admission Committee of the College for every year. Admission tests are conducted programme wise by the Admission Committee, There is no common admission test conducted by the state for UG course. The final merit list is prepared proportionately considering both the test performance and the aggregate marks obtained in the qualifying standard (10+2).

The College follows the reservation policy of the state government for admission of the various categories- ST, SC, OBC, physically challenged persons. There is also provision for reservation of outstanding sports persons and NCC certificate holders.

The minimum cut-of marks for entry level admission vary from year to year based on the results of Senior Secondary/Higher Secondary examinations of the state. For the last session (2014-15), the minimum cut-of marks of the qualifying examination was 45% and above for Arts and 50%

and above for Science, with 5% relaxation for reserved categories. No maximum marks is set for the College.

2.1.3 Does the College have a mechanism to review its admission process and student profile annually? If yes, what is the outcome of such an analysis and how has it contributed to the improvement of the process?

Yes, the Admission Committee of the College reviews the admission process and student profiles. It closely observes the admission process from the very beginning. It obtains feedback from applicants and parents as well as from admitted students during conversation and through gestures. The experience of the previous year and the feedbacks are discussed in the meetings of Admission Committee and corrective measures are incorporated in the subsequent admission process.

2.1.4 What are the strategies adopted to increase/ improve access to students belonging to the following categories?

- SC/ST
- OBC
- Women
- Different categories of persons with disabilities
- Economically weaker sections
- Outstanding achievers in sports and extracurricular activities

The national commitment to diversity and inclusion is reflected in the following strategies adopted in the College.

- ST/SC: 5% relaxation of the minimum cut-off marks of eligibility at entry level admission is given to these communities. Seats are also kept reserved for SC and ST categories as per state government rules in force. They are given free studentship in respect of tuition fee. All permissible scholarships are opened to them. A large number of students belonging to ST communities seek admission to this College every year. The average proportion of ST students is about 38 p.c. in the College during the last five years.
- OBC and economically weaker section: Because of its location in rural area, the largest number of students of the College belongs to OBC category. Seats are reserved according to rules and tuition fee is exempted for OBC students. Central and state scholarships are facilitated.
- Women: Girl students are motivated and encouraged to get admission in the College. All possible efforts are made to feel themselves secured and respected here in pursuing higher education. Gender equity is unquestionable. All facilities given to male students such as

relaxation, reservation, exemption and scholarships are also applicable to them according to the category to which they belong.

- Differently abled person: Persons with all kinds of disability belonging to this category are encouraged to get admission. The access to the College is made easy for them. Minimum eligibility marks for entry and written entrance test are exempted. Oral test cum counselling is the criterion for their selection. They are given equal opportunities as are others. For blind students, writers are provided at the time of examination as per affiliating University rules.
- Minority community: The College has no bar in terms of faith or religion, caste or creed, rich or poor. Equality and equity in education is one of the principles of the institution. Students from Muslim and Nepali communities enter the college every year.
- Outstanding achievers in sports and extracurricular activities: 2 p.c. seats are kept reserved for candidates with talent in sports, and extracurricular activities like dance and instrumental music, NCC/NSS certificateholders.

2.1.5 Furnish the number of students admitted in the College in the last four academic years.

Catego- ries	Year 1 (2011-20-12)			Year 2 (2012-13)			Year 3 (2013-14)			Year 4 (2014-15)			Year 5 (2015-16)		
	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
SC	10	07	17	11	09	20	08	10	18	09	12	21	8	9	17
ST	119	73	192	113	71	184	118	79	197	117	69	186	96	66	162
OBC	236	191	427	158	135	293	136	120	256	258	231	489	55	77	132
Gen.	32	44	76	129	102	231	164	144	308	35	42	77	154	166	320
Total	397	315	712	411	317	728	426	353	779	419	354	773	313	318	631

\*M=Male, \*F=Female, \*T=Total

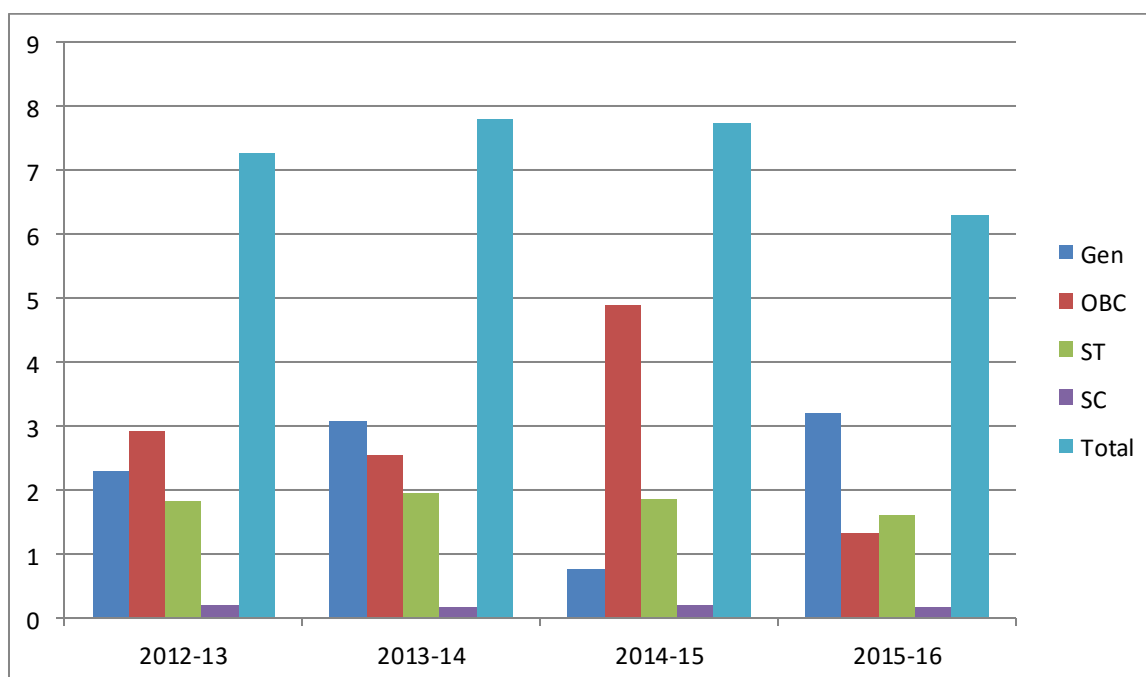


Fig: Comparative enrolment profile for the last four years.

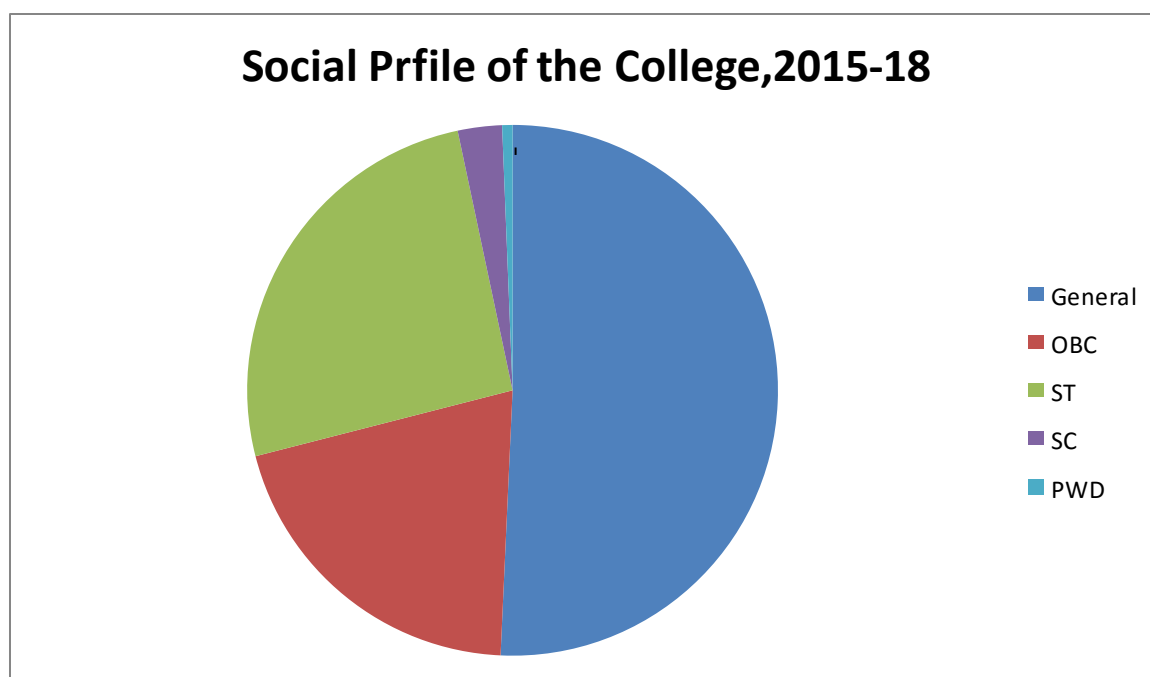
**Enrolment trend:** During the last five years, as shown in the table above, the increasing tendency of total enrolment in the College experiences a sudden fall in 2015-2016 session by about 18 p.c. This shows a negative effect of the major reformation of teaching-learning and evaluation made in the College from 2014-2014 session on fresh enrolment. The introduction of compulsory attendance (at least 75%) and CIA has shown to be a setback to those local youngsters who earn wage or join job training centres and coaching classes for entrance examination of professional courses and those who come into colleges for certificate sake. For the institution, it is a positive sign of our strategy adopted towards achieving and sustaining the stated goals.

### Gender Profile of Students for the year 2015-16

Programme	Male	Female	Total
B.A.	140	173	313
B.Sc.	173	180	318
Total (p.c.)	313 (49.60%)	318 (50.40%)	631

### Profile of Students based on Social Category for the year 2015-16

Programme	General	OBC	ST	SC	Differently abled	Total
B.A.	113	53	106	7	4	287
B.Sc.	207	75	56	10	0	353
Total (p.c.)	320 (50.71%)	128 (20.28%)	162 (25.67%)	17 (2.69%)	4 (0.63%)	631



2.1.6. Has the College conducted any analysis of demand ratio for the various programmes offered by the College? If so, indicate significant trends explaining the reasons for increase/decrease.

Programmes offered by the institution during the last four years:

Programme	No. of applicants	No. of students admitted	Demand Ratio
UG (2011-12)			
1. B.Sc.	195	187	1:0.95
2. B.A.	134	128	1:0.96
UG (2012-13)			
1. B.Sc.	139	133	1:0.96
2. B.A.	113	99	1:0.88
UG (2013-14)			
1. B.Sc.	232	227	1:0.98
2. B.A.	189	180	1:0.95
UG (2014-15)			
1. B.Sc.	158	146	1:0.92
2. B.A.	154	149	1:0.97
UG (2015-16)			
1. B.Sc.	108	93	1:0.86
2. B.A.	75	70	1:0.93
Value added(2014-15)			
1. B.Sc.	158	146	1:0.92
2. B.A.	154	149	1:0.96
Certificate(2011-12)			
1. B.Sc.	11	11	1:1
2. B.A.	x	x	
Certificate(2012-13)			
1. B.Sc.	6	6	1:1
2. B.A.	x	x	
Certificate(2013-14)			
1. B.S	8	8	1:1
2. B.A.	x	x	
Certificate(2014-15)			
1. B.Sc.	49	49	1:1
2. B.A.	x	x	
Diploma (2011-12)			
1. B.Sc.	10	10	1:1
2. B.A.	x	x	
Diploma (2012-13)			
1. B.Sc.	8	8	1:1
2. B.A.	x	x	
Diploma (2013-14)			
1. B.Sc.	6	6	1:1
2. B.A.	x	x	

Diploma (2014-15) 1. B.Sc. 2. B.A.	8 x	8 x	1:1
Advance Diploma (2011-12) 1. B.Sc. 2. B.A.	5 x	5 x	1:1
Advance Diploma (2012-13) 1. B.Sc. 2. B.A.	7 x	7 x	1:1
Advance Diploma (2013-14) 1. B.Sc. 2. B.A.	5 x	5 x	1:1
Advance Diploma (2014-15) 1. B.Sc. 2. B.A.	5 x	5 x	1:1

The trend of demand for admission to B.A. and B.Sc. programmes in the College is more or less fluctuating over the last four years. The impact of yearly differential percentage of the results of Higher Secondary Examination of the Council of Higher Secondary Education, Manipur as well as migration of students to other states of the country and abroad for pursuing different career options of their choice on the trend of entry into the College is well registered. Secondly, the introduction of compulsory attendance (at least 75%) and CIA has shown to be a setback to those local youngsters who earn wage or join job training centres and coaching classes for entrance examination of professional courses and those who come into colleges for certificate sake. This results in a sudden fall entry level in 2015-16. Efforts are made to increase the number of entry by keeping the minimum cut-off marks at reasonable level and adopting varied ways of publicity highlighting the reformed initiatives taken up in the College in the line of autonomous learning and the expected outcomes. Opening of student attractive courses is found to be a very fruitful measure in future.

2.1.7 Was there an instance of the College discontinuing a programme during the last four years? If so, indicate the reasons.

There was no discontinuance of a programme during the last four years in the College.

## 2.2 Catering to Student Diversity

2.2.1 Does the College organise orientation/ induction programme for freshers? If yes, give details of duration of programme, issues covered, experts involved and mechanism for using the feedback in subsequent years.

The College organises induction programme for the newly admitted students along

with their parents. Usually it takes three days to orient the freshers jointly in the College Hall to the norms and traditions of the institution. Among the main issues covered, the institutional aims and objectives, curricular aspect, the procedures of teaching-learning & evaluation followed including tight unmissable continuous internal assessment, strictured attendance, information of faculty and teachers, research facilities, co- and extra-curricular activities undertaken, dos and dons within the campus are compulsory. Gender sensitisation, anti-rigging rules and right use of campus wifi and internet are covered. Individual views and desires are also invited.

Motivation for learning, cooperative attitude and participation in the College affairs are also other issues.

After the end of the programme, feedback is collected and these help in improving this programme.

2.2.2 Does the College has a mechanism through which the “differential requirements of students population” are analysed after admission and before the commencement of classes? If so, how are the key issues identified and addressed?

Yes, the College usually assesses the knowledge base and skills of the students before commencement of the programme. The merit and performance of the qualifying examination as well as the entrance test enable the institution to identify the varied knowledge base and skills of the students. As per the admission procedure of the College, all candidates appearing at the entrance test should go through a pre-selection counselling session organised programme wise for reaffirming their desire to undergo studies of their own option and for ascertaining the knowledge potential available in them. Their zest for learning is also assessed and encouraged. At the departmental level, pre-class interaction with the teacher helps to assess the knowledge base of the students and identify weak and advanced students before starting lesson. Thus the base of students progression graph is obtained.

2.2.3 Does the college provide bridge/ remedial/ add-on courses? If so, how are they structured into the time tables? Give details of the courses offered, department-wise/ faculty-wise.

The College does not provide bridge/remedial courses. But it provides add-on courses- i. Mushroom Cultivation, ii. Bioinformatics in Biodiversity, iii. Food Processing & Quality Control iv. Communicative & Functional English.

2.2.4 Has the College conducted a study on the incremental academic growth of different categories of students:- student from disadvantaged sections of society, economically disadvantaged, physically handicapped and slow learners, etc.? If yes, give details on how the study has helped the College to improve the performance of these students.

The College collects data and information on the academic performance of the students at risk of drop out from class lectures, internal assessments and Semester End examinations. Student



attendance recorded every event of class and assessment by the departments is reported to the Principal through the Deans. As student attendance and academic performance are correlated, the data of possible drop-out can also be calculated based on Admission Register and students attendance reports. Such data is used to make strategies to improve the academic performance of the students from disadvantaged sections of society, slow learners, economically weaker sections and physically challenged as well as to reduce drop-out rate.

Disadvantaged sections of society, economically weaker sections and physically challenged belong to the reserved categories of the government such as SC, ST, OBC etc. They are given exemption of tuition fee, facility of scholarships and book grants.

A lot of measures are adopted to cater to the needs of slow learners. Remedial and extra-classes are arranged in different departments. Bilingual lecture and simplified version of class lecture are given. Identification of slow-learners' problem areas and difficult concepts in the syllabus precedes assignments and tests. Participation in quiz, group discussion and seminar is encouraged.

The other institutional strategies taken up for reducing drop-out rate are:

- to talk with them to hear the problems and suggest ways for mental preparedness to achieve their learning target.
- to arrange remedial classes and additional assignment and tests to make up low attendance and academic performance.
- to extend the last dates of payment of fees for admission and examination upto manageable extent to facilitate the left out or disadvantaged students.
- to encourage sincere students who are not illegible to appear at Semester End examination because of shortage of attendance by allowing them to submit a leave application stating the reasons with supporting documents seeking permission to appear at the examination within the purview of the institutional regulation.

#### 2.2.5 How does the institution identify and respond to the learning needs of advanced learners?

Advanced learners are identified during interaction within and outside the classroom. Such students are also easily identified during the process of internal assessments. Their educational/learning needs are sorted out through direct interaction and on the basis of feedback of the concerned teacher obtained in tutorial classes. The College responds to their special educational/learning needs by taking up the following measures:

- More advanced and reference books are recommended and made available to them.
- Home assignments on topics of recent trend in the subject based on reference books and Internet are given.
- Student project work and seminars based on syllabus are arranged by the departments.
- Participation in quiz, debate and group discussion are encouraged.

#### 2.2.6 How does the institution cater to the needs of differently-abled students and ensure

adherence to government policies in this regard?

In every session, differently abled students come and get admission for undergoing B.A./B.Sc. programme. In order to materialise the objectives of the College, such students are admitted with exemptions as per rules of the government and the institutional relaxations so that all can get a berth here.

They sit in the class along with other common students using their own brail pads. Recorded course materials are also made available to them using memory card which can be copied to their mobile phone for reading at home with the help of their companion. During internal assessment, only oral or viva voce is used for differently-abled students. In the Semester End examination, blind candidates are allowed to bring writers of their own choice subject to rules in this regard. A separate sitting arrangement is also made for them.

## **2.3 Teaching-Learning Process**

2.3.1 How does the College plan and organise the teaching, learning and evaluation schedules? (Academic calendar, teaching plan and evaluation blue print, etc.)

Academic calendar:

The College strictly follows the academic calendar of the affiliating University. However, the College develops a more comprehensive academic calendar for an academic session in consultation with all HODs and the Academic Committee within the schedule of the affiliating University. The calendar consists of detail schedules of commencement of classes, conduct of internal assessments and submission of scores, completion of classes including revision/remedial classes, Semester End examination, dates of examination form submission, declaration of results etc. This enables the teachers to work out action plans for timely completion of the course syllabi. This also enables the students to know the sequential academic events and the components to be learnt and evaluated which they should not miss.

Teaching Plan:

The teaching plans for all the departments generally highlight the content, time schedule for completion of the units with due consideration of the weightages, teaching methodology and expected outcomes. The students are able to know the academic programme and the components to be learnt and tests and examination to get through.

Every teacher also draws up teaching plan. Monitoring and necessary mid-term corrections are done by the HODs in consultation with respective teachers in the departmental meetings.

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Evaluation Blue Print:

The Examination Committee of the College prepares the time frame for conducting Semester End examinations incorporating date of submission of CIA (continuous internal assessment), schedules for Examination Form submission, examination programme and centralised evaluation, date of declaration of results). This facilitates the teachers and students to know the time frame for completion of the process of evaluation and results. Regular notification regarding examination is

also a feature of the teaching-learning and evaluation process of the College.

2.3.2 Does the College provide course outlines and course schedules prior to the commencement of the academic session? If so, how is the effectiveness of the process ensured?

The College provides course syllabi, teaching plans including course schedules of the different Departments and comprehensive Academic Calendar to the students. In the class, before taking up the lesson/unit, teachers ensure that every student has got syllabus. The teaching plans and course schedules are also kept displayed in the departmental Notice Boards to enable the students to know the process.

2.3.3 What are the courses, which predominantly follow the lecture method? Apart from classroom interactions, what are the other methods of learning experiences provided to students?

History, Political Science, Manipuri, English and Mathematics are the courses, which predominantly follow the lecture method. In addition, the following methods of learning experiences are also provided to students:

- inter-active method
- study tour/on the spot study
- project-work followed by seminar
- group discussion
- collaborative/cooperative learning
- audiovisual mode of learning, etc.

2.3.4 How is “learning made more student-centric”? Give a list of participatory learning activities adopted by the faculty that contribute to holistic development and improved student learning, besides facilitating life-long learning and knowledge.

The ultimate objectives and the efforts of the institution are meant only for the students’ fullest growth and development in a safe and congenial environment. From the first entry into the College they are guided, inspired, motivated and corrected, thereby channelizing their energy in the best possible manner. They are groomed with an aim to provide sufficient functional knowledge, skills and attitude required in the present day context of employability.

Learner-centric education through appropriate methodologies is added to facilitate effective teaching and learning. The support structure and systems like course schedule, academic calendar, ICT aided devices, computer, Wi-Fi and internet facility, IT-enabled library and INFLIBNET, smart-board, laboratories with advanced equipment are made available for developing skills. **Interactive and participatory learning** activities like collaborative/cooperative methods; **experimental learning** like field-trip/study tour, fieldwork, survey work; **experiential learning** like project work, case study, etc. are followed. Learning through **group discussion and quiz** among different Study Groups of the same course are also a feature of student-centric learning adopted in the different departments.

2.3.5 What is the College policy on inviting experts/ people of eminence to provide lectures/ seminars for students?

The College policy on inviting experts/ people of eminence:

- to organise one extension lecture for each of the 13 Departments in a Semester with related external experts.
- to invite at least one national/ international eminent personality in a year.
- to utilise the feedback obtained from the visiting experts and people of eminence for further planning/reformation in the systems of the College.

2.3.6 What are the latest technologies and facilities used by the faculty for effective teaching? Ex: virtual laboratories, e-learning, open educational resources, mobile education, etc.

The technologies and facilities made available to the faculty for effective teaching are-

- Central Library & Departmental Libraries,
- INFLIBNET facility,
- well-equipped laboratories including DBT Lab.,
- ICT enhanced Language Lab.,
- smart class room for ICT enabled teaching-learning method,
- LCD Projector for audio-visual learning facilities,
- wifi enabled internet facility,
- access to NME-ICT resources,
- Departmental desktop & laptop with printer facilitating application of mobile memory card and pen-drive for transfer of class/lecture notes to students etc.

2.3.7 Is there a provision for the service of counsellors/ mentors/ advisors for each class or group of students for academic, personal and psycho-social guidance? If so, give details of the process and the number of students who have benefitted.

Detail on the academic, personal and psycho-social support and guidance services provided to students:

**Academic support to students:**

- Pre-admission counselling at the time of entrance test is undertaken to identify knowledge level and skill potential as well as learning desire. Guidance and advice, if necessary, are provided for proper stream and subject combination for their future.
- Teaching plan and printed reading materials are made available in advance.
- Remedial/tutorial classes are reflected in the class-routine. Students are made known that their teachers are always ready to help them anytime, even over phone, to clarify concepts and doubt propositions. Many students are benefitted from this.
- The students are shown right ways and effective planning for preparation of examination as well as techniques of answering questions usually at the completion of the syllabi.

**Personal and psycho-social support to students:**

- Teachers address and sort out problems of students .
- Teacher's personal books are lent out to the needy students.
- Financial help is provided to them to ease immediate problem.

**Guidance services provided to students:**

- Counselling /mentoring/ advice given by the Physical Education and Sports teacher and the social & cultural teacher in-charge for participating in sports, cultural and co-academic activities at university, state & national levels.
- Career and Counselling Cell gives career guidance and support to the students. Five spot career campaign and interaction programmes were arranged during the last five years to give better option of their choice.
- The Alumni Association gives them elderly protection and guidance out of physical experience.

2.3.8 Are there any innovative teaching approaches/ methods/ practices adopted/ put to use by the faculty during the last four years? If so, did they improve the learning? What methods were used to evaluate the impact of such practices? What are the efforts made by the institution in giving the faculty due recognition for innovation in teaching?

Innovative teaching approaches/methods adopted by the faculty:

- interactive and participatory teaching methods with the formation of student study groups,
- collaborative/cooperative learning,
- experimental learning like laboratory-based teaching-learning methods and field-based learning methods such as fieldwork, project, survey work, etc.
- experiential learning like visits to industries, museum & monuments, study tour, etc.
- Audio-visual mode of teaching, seminars and presentations,
- group discussion, quiz, seminars.

Institutional efforts to encourage the faculty to adopt new and innovative approaches:

Steps have been taken up to initiate transformation from the traditional surface learning to learner-centric education through appropriate methodologies to facilitate effective teaching and learning. A recent effort made by the institution to encourage the faculty to adopt new and innovative approaches is the introduction of smart board, LCD Projector, ICT aided devices, computer, Wi-Fi and internet facility, IT-enabled library and INFLIBNET, laboratories with advanced equipment, field work, visit to important places, socio-economic surveys and students' project.

The impact of such innovative practices on students lies in their motivated zest for learning in smart classrooms by participating interactively. The increasing use of internet and dependence on downloaded study as well as the change in learning behaviour and skills show a positive impact of the innovative practices initiated in the College. Positive and improvement suggestive feedback from students have shown the impact.

The Departments effectively adopting innovative teaching methods and contributing to behavioural change in their students are rated and the forerunners are given privilege in development plans and encouraged. Peer focus is given to them.

2.3.9 How does the college create a culture of instilling and nurturing creativity and scientific temper among the learners?

**Critical thinking and creativity:**

- Based largely on the contents of the syllabus and to a smaller extent on general awareness, every department arranges students' quizzes and group discussions as part of the internal assessment.
- Students' project based seminars are organised in all the departments.
- Formation of Students' Union for every academic year through direct election to different Secretaryships increases leadership quality and social responsibility.
- Regular publication of College magazine by the students inculcates creativity in them.
- The institution has effective mechanism to participate in community services through extension programmes to develop innovative, creative, value-based education for inculcating social responsibilities and good citizenry amongst its student community.
- Participatory learning activities like presentation of seminars and assignments/project work increase critical thinking and creativity.

**Scientific temper:**

- Correlation of theoretical classes with study tours, and visit to scientific laboratories & industries for experiential learning increase scientific temper of the students.
- The Science departments correlate theoretical and practical aspects with interdisciplinary value and field work related excursion.
- Hands-on training programmes conducted in the Bio-tech Hub inculcate scientific temper.
- Students are involved in organizing exhibition during International Conference on bamboo in October 2015.
- Use of ICT in education encourages scientific temper.
- Awareness programmes and talks from external experts are other features that nurture scientific temper among the students to transform them into life-long learners and innovators.

2.3.10 Does the College consider student projects a mandatory part of the learning programme? If so, how many programmes is it made mandatory?

\* Number of projects executed within the College: Anthropology, Botany, Geography and Zoology are involved in student projects as are reflected in the syllabus.

\* Names of external institutions associated for student project work: Nil

\* Role of the faculty in facilitating such projects: All the faculty members are involved in the projects. Many of them supervise/guide the student projects.

2.3.11 What efforts are made to facilitate the faculty in learning/ handling computer-aided teaching/ learning materials? What are facilities available in the College for such efforts?

Institutional efforts made to facilitate the faculty in learning/ handling computer-aided teaching/ learning materials:

- Many of the faculty members were nominated in different batches for undergoing one month basic computer training programmes conducted by the DOEACC, Imphal and the X-treme Wave, Imphal all sponsored by the Directorate of University & Higher Education Department, Govt. of Manipur in 2010.
- The College also organised a basic computer training programme for its teaching and non-teaching staff in 2013 with external trainers engaged by the institution. All the staff participated in it.
- ICT added smart board and other application training was given to faculty members in the Conference Hall of the College with experts of Hadron Tech, Imphal.

Facilities available to the faculty:

- ICT enhanced Language Lab.,
- smart class room for ICT enabled teaching-learning method,
- LCD Projector for audio-visual learning facilities,
- wifi enabled internet facility,
- access to NME-ICT resources,
- INFLIBNET facility,
- Departmental desktop & laptop with printer, etc.

2.3.12 Does the College have a mechanism to evaluation of teachers by the students/ alumni? If yes, how is the evaluation used in achieving qualitative improvement in the teaching-learning process?

Yes, the College have a mechanism to evaluation of teachers by the students. The students feedback format is normally collected at the end of a session/Semester. The feedback is discussed in the meeting of the Academic Monitoring Committee the Deans of the two faculties, and the report of the analysis is submitted to the Principal. He convenes a meeting of all the HODs wherein appropriate

2.3.13 Does the institution face any challenges in completing the curriculum within the planned period? If yes, elaborate on the challenges encountered and the institutional approaches to overcome these.

Challenges in completing the curriculum as per calendar:

- Shortage of regular staff in certain departments like English, Mathematics, Education, Economics, History, etc.
- Bundh, blockade, general strike and natural calamities (floods and earthquakes) disrupting regular classes.

Efforts to make up the lost classes and approaches to overcome the challenges:

- The state government has recruited some part-time and guest teachers to meet the staff shortage to some extent. But still there is shortage in certain Departments due to retirement, transfer and death. So the College manages by engaging a few teachers from time to time to complete the syllabi in time.
- The College arranges extra/special classes also to complete the curriculum in time. The duration of periods is also extended at the rate of ten minutes.

#### 2.3.14 How are library resources used to augment the teaching-learning process?

Library resources are used to augment the teaching-learning process in the following ways.

- The College Central Library has about eleven thousand books of different disciplines. Text and reference books are supplied by the state government and accumulated yearly. The College also purchases books on regular basis for knowledge up-gradation from the college resources as well as from the UGC funding. Besides, the different departments have separate Departmental Libraries of their own for the benefit of the teachers and students.
- It subscribes national and local newspapers and different journals related to different subjects. Internet resources are also used to keep track of the latest advancements in particular fields to augment the teaching-learning process.
- There is a Photostat machine and a computer with printer in the Central Library to serve the needs of the students and teachers.
- There are separate reading rooms in the library, and a separate newspaper & periodical section. The teachers and the students regularly visit the library to read, copy and borrow the desired books. They also go through the newspapers to get day-to-day information.
- Previous years' question papers of final examinations for all the subjects are made available to the students.
- Copies of syllabi prescribed by the University and the College, with Unit-wise allocation of marks and number of lectures to be given are also made available to students.
- The Central Library is automated to facilitate students and teachers access to the desired books easily.
- Special help is rendered to students preparing for all sorts of competitions.

#### 2.3.15 How does the institution continuously monitor, evaluate and report on the quality of teaching, teaching methods used, classroom environments and the effect on student performance?

- The College monitors and evaluates the quality of teaching-learning through the IQAC which collects feedback from all stakeholders. On the basis of such feedback, it monitors and evaluates the quality of teaching-learning. The analysed and evaluated reports are submitted to the Principal who in turn informs to concerned teachers through the HODs for future improvement and encouragement. The outcomes are also intimated to teachers to understand their strength and weaknesses, leading to overall improvement of the teaching-learning process.



- The Principal takes up surprise observation during classes, internal assessment and Semester End examinations and monitors the quality of teaching-learning.
- The Principal also regularly meets the Heads of Departments and takes feedback on the teaching-learning progress of each department.
- Besides, the College Academic Audit Committee also takes care of the quality of teaching-learning.

## 2.4 Teacher Quality

2.4.1 What is the faculty strength of the College? How many positions are filled against the sanctioned strength? How many of them are from outside the state?

Faculty position of the College (as on March, 2016):

Existing strength	Sanction strength	Filled against sanction	Remarks
71	64	71	

No. of teachers from outside the state: Nil

2.4.2 How are the members of the faculty selected?

All the members of the faculty of the College are appointed by the State Government as per the UGC norms in force from time to time.

2.4.3 Furnish details of the faculty

(as on March, 2016):

Highest qualification	Professor		Associate Professor		Assistant Professor		Total		
	Male	Female	Male	Female	Male	Female	M	F	T
Permanent teachers									
D.Sc./D.Litt.	Nil	Nil	Nil	Nil	Nil	Nil	0	0	0
Ph.D.	Nil	Nil	5	5	10	11	15	16	31
M. Phil.	Nil	Nil	Nil	5	Nil	7	0	12	12
PG	Nil	Nil	13	9	5	1	18	10	28
Temporary teachers									
Ph.D.	Nil	Nil	Nil	Nil	Nil	Nil	0	0	0
M.Phil.	Nil	Nil	Nil	Nil	Nil	Nil	0	0	0
PG	Nil	Nil	Nil	Nil	Nil	Nil	0	0	0
Part-time teachers									
Ph.D.	Nil	Nil	Nil	Nil	Nil	Nil	0	0	0
M. Phil.	Nil	Nil	Nil	Nil	Nil	Nil	0	0	0
PG	Nil	Nil	Nil	Nil	Nil	Nil	0	0	0

Total= 33 38 71

\*No. of Guest Lecturer appointed by the Govt. = 1(one)

No. of Guest Lecturer engaged by the College = 1(one)

2.4.4 What percentage of the teachers have completed UGC-CSIR-NET, UGC-NET, and SLET examinations? In that what percentage of teachers are with PG as highest qualification?

	UGC-CSIR-NET	UGC-NET	SLET	PG as highest qualification
P.C. of total teachers	0	2.81	0	35.21

2.4.5 Does the College encourage diversity in its faculty recruitment? Provide the following departments-wise details.

The teachers are recruited by the state government for all the Govt. Colleges and posted in different Colleges.

Departments-wise details:

Department	% of faculty who are product of the same College	% of faculty from other College within the state	% of faculty from other states	% of faculty from abroad
1.Anthroplogy	0	100	0	0
2.Botany	0	100	0	0
3.Chemistry	1	83.33	0	0
4.English	0	100	0	0
5.Economics	1	75.0	0	0
6.Education	0	100	0	0
7.Geography	0	100	0	0
8.History	1	75.0	0	0
9.Manipuri	0	100	0	0
10.Mathematics	1	75.0	0	0
11.Political Science	1	83.33	0	0
12.Physics	0	100	0	0
13.Zoology	0	100	0	0

2.4.6 Does the College have the required number of qualified and competent teachers to handle all the courses for all departments? If not, how do you cope with the requirement? How many faculty members were appointed during the last four years?

Yes, the College have the required number of qualified and competent teachers to handle all the courses for all departments. Since the College is a state government college, the teachers are employees of the Government. The regular, Part-time and Guest lecturers are appointed by the Government and posted in the College. However, if in any subject where faculty strength falls due to retirement, death or transfer of a teacher, the report of shortage of faculty is served to the higher authority for replacement. It often happens that the replacement does not take place in time. Then the Principal takes initiatives to engage teachers who possess the required academic qualification as per the UGC norms of Higher Education as stop gap arrangement for completion of the syllabi in time. Three teachers were engaged during the last four years from the College account in the interest of

the students.

2.4.7 How many visiting Professors are on the rolls of the College? Nil

2.4.8 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, nomination to national/international conferences/seminars, in-service training, organising national/international conferences, etc.)

Institutional policies/systems to recharge the members of faculty:-

- The College encourages research aptitude among teachers in all possible ways. There is a Research Committee which motivates the teachers for academic advancements, and helps them to apply to UGC, DST, ICSSR, etc. for research projects- major and minor.
- The management has encouraged and has given enough opportunities by providing study leave to complete Ph. D. & M. Phil. research work, to participate in orientation and refresher courses, seminar, conference, workshops and other short-term programmes organised in the state, national/ international level.
- The teachers are given computer and other IT tool handling basics by organising in the College with external experts.
- The College nominated batches of teachers to the in-service computer training organised by the Directorate of University and Higher Education, Manipur.
- Teachers are also encouraged to publish research papers and books by extending all possible help.
- Regular workshops on autonomous teaching methods, evaluation techniques, question design and setting, etc. are organised in the college with external experts.

2.4.9 Give the number of faculty who received awards/recognition for excellence in teaching at the state, national and international level during the last four years.

Number of faculty who have received award/recognition for excellence in teaching and other academic fields during last four year:

1. Dr. R.K. Rajeshwori Devi, Associate Professor, Zoology Department-
  - a) Awarded “Bharat Shiksha Ratan Award” with medal for excellence in chosen field of activity on the occasion of the 36<sup>th</sup> National Seminar on Individual achievements & National Development on 17<sup>th</sup> December, 2012 at New Delhi. Organised by Global Society for Health & Educational Growth, New Delhi.
  - b) Awarded “Life Time Education Excellence Award” with medal for individual contribution towards Health & Education & Economic development on 37<sup>th</sup> National Seminar and Award Function held on 29<sup>th</sup> April 2013 at constitution club of India, New Delhi. Organised by Economic and Society development Foundation, New Delhi.
  - c) Recognised as F.S.E. Sc (Fellow of Society for Environmental Science), Fellow No. 207 dated 27<sup>th</sup> October, 2015.
2. Dr. S. Nabadwip Singh, Assistant Professor, Department of Physics-
  - a) Received “Third Best Poster award” at the 5<sup>th</sup> International Conference on Luminescence and its Application (ICLA-2015) held at PES, University, and Bengaluru, India.

2.4.10 Provide the number of faculty who have undergone staff development programmes during the last four years. (Add any other programme if necessary)

The College has facilitated the following number of teachers for enhancing the quality in the faculty development programmes during the last four years:

Nomination to staff development programmes:

Academic Staff Development Programmes	Number of faculty nominated
Refresher course	5
HRD Programmes (seminars, conferences, etc.)	74
Orientation Programmes	2
Staff training conducted by the College	76
Staff training conducted by University/ other Colleges	15
Summer/winter schools, workshops, etc.	72
Any others	

Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning:

❖ Teaching learning methods/approaches-

- The College organised seminars on Post Accreditation Strategies for Quality Sustenance (17-18<sup>th</sup> August, 2012) and Institutional Challenge in the Domain of Academic Excellence (22-23<sup>rd</sup> February, 2013).
- Workshops on Teaching Methods based on Autonomous Learning (30-31<sup>st</sup> January, 2015) and Hands-on Training on PCR Techniques in Modern Science (10-11<sup>th</sup> October, 2012) were held in the College.

❖ Handling new curriculum-

The Heads of departments provide informal orientation to their staff.

❖ Content/knowledge management :-

The teachers prepared lesson plans and schedules in consultation with their HODs before begging of the session and these were distributed to the students also.

❖ Selection, development and use of enrichment materials :-

Phase-wise computer training programme conducted for teaching and no-teaching staff in the Computer Centre of the College with external experts.

❖ Workshop on evaluation:-

Two Day Workshop on Question Setting and Evaluation was held in the college in 2014 for Science & Arts streams involving all the teaching staff with external experts.

❖ Audio- visual aids/multimedia training:-

Regarding use of audio visual aids/multimedia etc., technical assistance is provided by the

College to operate ICT tools.

2.4.11 What percentage of the faculty have

\* been invited as resource persons in Seminars/Conferences/Workshops organised by external professional agencies: 4.22%

**P. Mangi Devi, Associate Prof., Botany, and Dr. Kh. Aruna Devi, Associate Prof., English:** As Resource persons in Seminar on “*A Critical Evaluation of the Academic Culture Prevailing in the Indian Education System - the Need to Employ ECTS*” sponsored by UGC, , held on 19<sup>th</sup> -20<sup>th</sup> July, 2013 at Oriental College, Imphal.

**R.K. Indira Devi, Associate Prof., Education** as Resource person in the Two Day workshop on “*Teaching Methodology Based on Autonomous Learning*” sponsored by Directorate of University & Hr. Edn. Govt. of Manipur held on 30<sup>th</sup> to 31<sup>st</sup> Jan., 2015 at Oriental College, Imphal.

\* participating in external Seminars/Conferences/Workshops organised by national/international professional bodies: Nil

\*presented papers in Seminars/Conferences/Workshops conducted/organised by professional agencies: 28.16%

Percentage of faculty involved in Seminars/Conferences/Workshops (during the last five years):

Seminar/Conference/Workshop	p.c. of faculty involved
Participation in external– a) National b) International	Nil
Invited Resource Person	4.22
Paper presentation– a) Regional b) National c) International	8.45 19.72 16.90

\* teaching experience in other universities/ national institutions and others: Nil

\* industrial engagement: Nil

\* international experience in teaching: Nil

2.4.12 How often does the College organised academic development programmes for its faculty, leading to enrichment of teaching-learning process?

\* Curricular Development:

- The College organised seminar on Post Accreditation Strategies for Quality Sustenance (17-18<sup>th</sup> August, 2012)
- A 2- day State Level Seminar on NAAC Assessment and Accreditation & Institutional Challenge in the Domain of Academic Excellence” organized by

Seminar & Workshop Committee, Oriental Colleges Imphal on 17<sup>th</sup> & 18<sup>th</sup> Aug. 2012 sponsored by Department of University and Higher Education, Govt. of Manipur.

- Workshop on curriculum development conducted in the college with sponsorship by the state Directorate of University and Higher Education and all the teachers were attended.
- The Boards of Studies of the different Departments organised their own interaction programmes and meetings on curriculum design and development.

\* Teaching–learning methods:

- Hands-on Training on PCR Techniques in Modern Science was held in the College on 10-11<sup>th</sup> October, 2012.
- Short term course on Computer application for faculty, staff and students introduced in the Computer Centre of the College with external engaged experts and internal skill hands in March, 2013.
- Hands-on training programme on basic Biotechnological tools and technique, 15-16<sup>th</sup> November, 2013.
- Four-day training and workshop on Biotechnological instrumentation and basics of Nano-technological technique, 10-14<sup>th</sup> November, 2014.
- Two-day workshop on “Teaching Methodology Based on Autonomous Learning” 30-31<sup>st</sup> January, 2015 with Prof.(retd.) L. Gyaneswor Singh, Manipur University, and Prof. S. Gunadhor Singh, Former Principal, KDM College of Education, Pangei.
- Three-day workshop and training programme on basic concepts of DNA Bar coding and its application, 6-8<sup>th</sup> June, 2015.
- Organised a 2-day faculty training programme on the use of IT tools in teaching-learning on 24-25<sup>th</sup> March, 2015 with experts from Hadron-Technique, an IT firm, Imphal.

\* Examination reforms:

- A three-day workshop on “Question Setting and Evaluation” in November, 6-8, 2014 for Science & Arts streams involving all the teaching staff with two external experts.
- National seminar on “The Employment of European Credit Transfer System in India” at Oriental College, Imphal., from 19-20 July, 2013, sponsored by UGC (NERO).
- Two-day workshop on Evaluation from 10-11 Aug., 2015 with external experts.

\* Content/ knowledge management:

i. A Two-day State Level Seminar on “Traditional System in the Action Plan on Climate Change” Organized by Oriental College and N.G. college sponsored by UGC (NERO) held on 22<sup>nd</sup> and 23<sup>rd</sup> Feb., 2013.

ii. State: A 2-day state level seminar on History of Manipur (Meidingu Kyamba to Bheigyachandra) on 22<sup>nd</sup> to 23<sup>rd</sup> October 2013 sponsored by Directorate of Art & Culture, Manipur Historical Society and Department of History of Oriental College.

iii. A 5-Day International Bamboo Conference cum Workshop (IBCCW-2015) was

successfully organised with 11 outside participants from 22<sup>nd</sup> to 26<sup>th</sup> October, 2015 in collaboration with the Salai Holdings Pvt. Ltd., Imphal.

\* Any other (please specify)

2.4.13 What are the teaching innovations made during the last five years? How are innovations rewarded?

Steps have been taken up slowly but gradually to initiate transformation from the traditional surface learning to learner-centric education through appropriate methodologies to facilitate effective teaching and learning. A recent effort made by the institution to encourage the faculty to adopt new and innovative approaches is to provide the faculty modern teaching infrastructure such as smart board, LCD Projector and ICT aided devices, computer, Wi-Fi and internet facility, IT-enabled library and INFLIBNET, laboratories with advanced equipment, etc. and to incorporate more in the curriculum such learning experiences as field work, visit to important places, socio-economic surveys and students' project. Based on these initiatives, the following teaching innovations have cropped up during the last five years:

- preparation and display of teaching plan before starting classes
- distribution of study materials in advance
- duration of class time increased by five minutes
- increasing use of computer added class delivery with more interaction learning time
- inducing student motivated learning
- introduction of student-centric teaching methods facilitating self-learning
- application of ICT devices including mobile phone, pendrive, memory card in teaching-learning
- emphasising learning experiences outside the class
- a sound mechanism of internal assessment

Following implementation of the new teaching-learning and evaluation reforms of the College, pass p.c. of students in Semester End Examinations during 2014-15 session increased to 99, and number of students securing A-grade and above (in 7-point scale) reached upto 57. The result is shown below.

Pass p.c. under Autonomous system (2014-15)

Category	B.Sc.	B.A.	Average
Pass p.c.	100	98.71	99.63
O-grade p.c.	20.00	5.12	12.56
A-grade p.c.	63.75	26.92	45.33
B-grade p.c.	13.75	37.17	25.46
C-grade p.c.	2.50	25.64	14.07
D-grade p.c.	00	5.12	2.56
E-grade p.c.	00	00	00

2.4.14 Does the College have a mechanism to encourage

\* mobility of faculty between institutions for teaching?

\* faculty exchange programmes with national and international bodies?  
If so, how have these schemes helped in enriching quality of faculty?

The College has not yet drawn up such a mechanism. The state government also does not provide this mechanism. But the College should encourage faculty exchange programme.

## **2.5 Evaluation Process and Reforms**

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes that are operative?

Students and faculty are aware of the evaluation processes in the following ways:

- Detailed information about the Continuous Internal Assessment (CIA) and Semester End Examination (SEE) is given in the Prospectus of admission from the time. The schedules of CIA and SEE are also reflected in the Academic Calendar published at the beginning of a session.
- As the evaluation process is a very important component, emphasis is given to this aspect during the induction programme of the freshers.
- Copies of the Ordinances of the College are made available to all HODs of different Departments for use of the faculty members and their students. Similar copies are also kept in the College Central Library.
- The CIA components, methods and schedules for different subjects are displayed in the departmental Notice Boards.
- Regular notifications from the Administrative and Examination Offices regarding CIA and Semester End examination processes also enable the teachers and the students to prepare themselves to follow the processes.

2.5.2 What are the major evaluation reforms initiated by the College and to what extent have they been implemented in the College? Cite a few examples which have positively impacted the evaluation management system?

The College is affiliated to the Manipur University and the examination reforms under Semester system was introduced by the university in 2009 along with changes and re-orientation in the syllabi of different subjects. Examinations for each UG programme are conducted at the end of every Semester till sixth Semester. The semester marks are carried over and added to that of the sixth semester for award of degree. Pre-Final examinations are also conducted by the colleges to evaluate the progress of students in a semester.

All reforms made by the University are applicable to the College. The affiliating colleges cannot actively initiate any examination reform. Although inputs are given regularly to the University which in turn helps the authorities to reshape the system.

Reforms initiated by the College:

With the implementation of Autonomous status from the session, 2014-15, a number of reforms are initiated in the teaching learning and evaluation processes.

- Evaluation process is apportioned into two– Continuous Internal Assessment (CIA) and



Semester End Examination (SEE). Evaluation weightage is given in the corresponding ratio of 40:60.

- The CIA of 40 marks is evaluated through seven categories– Unit Test, Home Assignment, Project Work, Seminar, Quiz, Group Discussion and Attendance. The qualifying marks in both CIA and SEE are made 40p.c.
- The use of OMR answer sheet and MCQ 4 Sets of question sheet are introduced.
- Question Paper setting and answer scripts evaluation are done by both internal and external teachers. The intention is to follow double evaluation system.
- 7-point letter grading system of awarding scores is introduced in the declaration of results.
- The teaching learning methods are made more student-centric. ICT-based methodologies are incorporated in the teaching learning and evaluation.

2.5.3 What measures have been taken by the institution for continuous evaluation of students and ensuring their progress and improved performance?

The College has adopted a system of continuous evaluation of students which it assumes to be the best system for ensuring their performance progressively. Continuous evaluation involves a comprehensive assessment while engaging teaching-learning from the first Unit/module by applying varied techniques of evaluation. The students' performance is recorded and their self appraisal paves the way for their progressive performance till the end of all the units. Their performance is counted at the end for awarding a grade after the Semester End examination. For implementing this system, the College has taken up the following measures:

- ★ The whole process of evaluation of students is divided into two- CIA and SEE. The ratio of marks, in a Paper of 100 marks, is taken to be 40:60 respectively.
- ★ The CIA components comprises Unit Test, Home Assignment, Project Work, Seminar, Quiz, Group Discussion and Attendance. Unit Test carries 10 marks while all others carry 5 marks each.
- ★ The students of each class are divided into Study Groups of 6 to 8 with a leader.
- ★ Guidelines for assessing through these items are available to all the Depts.
- ★ A committee comprising the Deans and some senior teachers oversees and monitors the process and activities regarding CIA of the Depts.
- ★ For Semester End examinations, centralised evaluation and double evaluation systems are adopted to ensure transparency and to check favouritism.

2.5.4 What percentage of marks is earmarked for continuous internal assessment? Indicate the mechanisms strategized to ensure rigour of internal assessment process?

Evaluation process is apportioned into two– Continuous Internal Assessment (CIA) and Semester End Examination (SEE). Evaluation weightage is given in the corresponding ratio of 40:60. The CIA of 40 marks is evaluated through seven categories–  
i. Unit Test (10 marks), ii. Home Assignment (5 marks), iii. Project Work (5 marks),  
iv. Seminar (5 marks), v. Quiz (5 marks), vi. Group Discussion (5 marks) and  
vii. Attendance (5 marks).

The qualifying marks in both CIA and SEE are made 40p.c.

Strategies adopted to ensure rigour of internal assessment process:

- ★ For assessing through Unit Test, a department conducts five unit tests and a student should sit at least four such tests. The average of best two will be awarded to him/her while all the tests sitted scoring 40 pass marks.
- ★ All unit tests are conducted using OMR sheets. Question sheets are given in four Sets- one Set for one student.
- ★ Question Set answer codes are displayed in the Notice Board of the department just after the test. Test results are declared on the next working day.
- ★ Other remaining components of CIA except Attendance are evaluated Study Group-wise under a teacher. No tito copy is allowed in Home Assignment and Projectwork.
- ★ Score Sheet (prescribed format) of every item of CIA should be submitted to the Controller of Examinations by the HOD with the signature of the concerned teachers on the next working day of the assessment.
- ★ The Academic Monitoring Committee of the College, involving the Deans, ensures that the CIAs of Departments are properly performed.

2.5.5 Does the College adhere to the declared examination schedules? If not, what measures have been taken to address the delay?

The College tries to strictly adhere to the declared examination schedules. But under unforeseen and unavoidable circumstances occurred in the course affecting the schedules of Continuous Internal Assessment of the different Departments which had delayed long enough not able to manage with the declared schedules of Exam, it had to reschedule the examination programme with minor modifications. Measures were taken up not to affect the academic schedule of starting classes for the next Semester by investing more manpower in the script evaluation, declaration of results and issue of mark statements. As it was due to social unrest in Imphal, measures for the future were not suggestive.

2.5.6 What is the average time taken by the College for declaration of results? Indicate the mode/media adopted by the College for publication of examination results e.g., website, SMS, email, etc.

The average time taken by the College for declaration of results is twenty days for Semester End Examination (SEE) and ten days for Additional SEE. The College uses its website and SMS for publication of examination results.

2.5.7 Does the College an integrated examination platform for the following processes?

- \* Pre-examination process- time table generation, OMR, student list generation, invigilators, squads, attendance sheet, online payment gateway, etc.
- \* Examination process- examination material management, logistics.
- \* Post Examination process- attendance capture, OMR based exam results, auto-processing, generic results processing and certification.

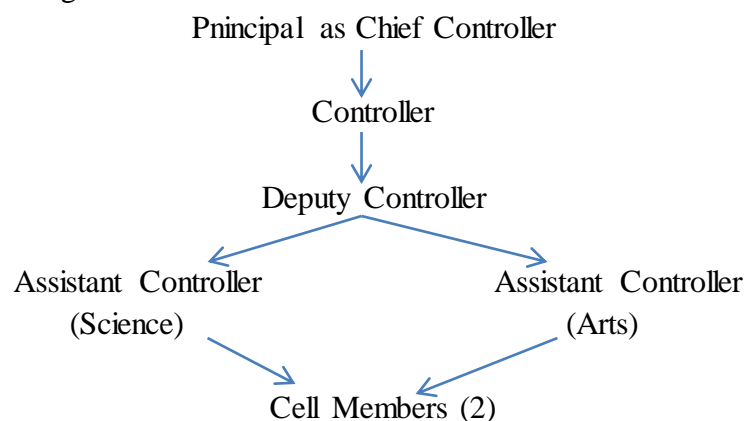
The College follows all the processes of examination to ensure reliability, confidentiality and accountability except online facility. Website and Bulk SMS facilities are used in examination process as far as possible. OMR based system of evaluation is used in CIA only. All the teaching and non-teaching, including the students, are in the examination mood, all teaching, learning and preparing for CIA processes, SEE processes, script evaluation & result-out processes, Additional Exam processes, Mark Statement & Certification processes. All work ceaselessly according to Academic Calendar, all integrating towards a common goal.

2.5.8 Has the College introduced any reforms in its Ph.D. evaluation process?

Not yet.

2.5.9 What efforts are made by the College to streamline the operations at the Office of the Controller of Examinations? Mention any significant efforts which have improved process and functioning of the examination division/ section?

The College follows the UGC Guidelines for Autonomous Colleges in respect of Examination Cell & system. But as enshrined in it and depending upon the quantum of the initial work in the Cell, the following structure has been made:



In order to guide the process and functioning of the Examination Section, the College has developed an Ordinance of examination matters after consulting that of the affiliating Manipur University, other pioneer autonomous colleges of the country and publications of UGC/NAAC.

In order to ensure effective functioning and monitor the process of the Examination Section, there is an Examination Committee of the College with one of the senior faculty members as its Convener and the Principal as Chairman. It takes important decisions and approves examination schedules, fees, etc.

2.5.10 What is the mechanism for redressal of grievances with reference to evaluation?

Mechanism for redressal of student grievances with reference to evaluation:

- For CIA of the College, the students are addressed individually regarding their performance. The students with poor performance/slow learners are given one time Additional Internal Assessment after a short remedial class.
- The answer scripts are shown to the students to let them see their drawbacks and

mistakes and suggestions are given to improve their performance.

- For Semester End Examination (SEE), provisions are included in the Ordinance for a one time Addl. SEE to be conducted within one month after declaration of the results to facilitate students with 'Unsatisfactory' results (fail students) to enable them to escape backlogs and drop-out.
- The College also follows the rules and regulations of the affiliated University for redressal of grievances regarding evaluation which permit a student to apply for re-evaluation of his/her answer scripts if desired so during the period specified.
- The Grievance Redressal Cell of the College also helps the students by guiding to the proper way.

## **2.6 Student Performance and Learning Outcomes**

2.6.1 Does the College have clearly stated learning outcomes? If yes, give details on how the students and staff are made aware of these?

Yes, the College has clearly stated learning outcomes in the vision and mission statement of the College. These are enshrined in the College prospectus and displayed in the campus. These are also taken up as a major point during induction programme of freshers-students and staff. By grooming girls and boys into confident, well equipped, culturally conscious, socially modern and globally competent person, the College translates learning outcomes into reality.

2.6.2 How does the College monitor and ensure the achievement of learning outcomes?

The College monitors the achievement of learning outcomes through IQAC and Academic Audit Committee. The institution ensures the achievement of learning outcomes by:

- identifying slow and advance learners and making policies to improve their learning outcomes,
- classroom activities including tests and other assessments,
- behavioural care and monitoring,
- communication skill development measures like group discussion, student seminar and interaction, debate and extension,
- activities and performance in NSS, sports, cultural activities,
- recognition certificate/cash/kind rewards received by students for good performance.
- introduction of more employable skill development courses/ Career Oriented Courses, giving wider course options to dispel redundancy in the traditional ones.

2.6.3 How does the College collect and analyse data on student learning outcomes and use it for overcoming barriers of learning?

The College IQAC collects and analyses data on student learning outcomes. Student leaders,

captains, and leaders of Study-Groups of different departments are interacted and provide data on student learning outcomes. The IQAC analyses the data so collected and submitted to the Principal.

The College uses this data:

- To find advanced & slow learners and plan separate strategies for them
- To improve learning outcomes of both the categories
- To remove their learning barriers by providing them remedial classes, peer learning, etc.

2.6.4 Give programme-wise details of the pass percentage and completion rate of students.

Programme-wise details of the pass percentage and yearly completion rate (last five years):

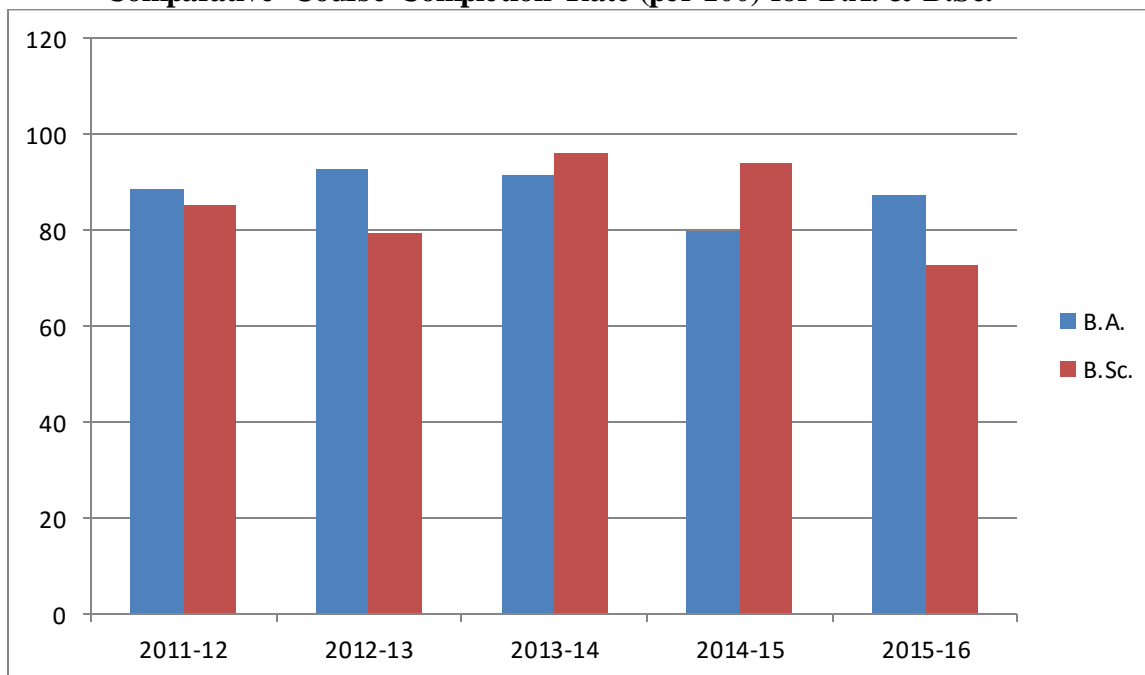
### 1. B.Sc. programme

Year	No. of students appeared in Gen. & Hons.	1 <sup>st</sup> class	2 <sup>nd</sup> class	Pass class	Total passed	Pass p.c. (%)	Yearly average completion rate
2011-12	17 (G) 4 (H)	2 (G) ---	10 (G) 4 (H)	--- ---	12 (G) 4 (H)	70.59 100	85.29
2012-13	16 (G) 35 (H)	9 (G) 1 (H)	5 (G) 23 (H)	--- 1 (H)	14 (G) 25 (H)	87.60 71.42	79.51
2013-14	13 (G) 27 (H)	7 (G) 1 (H)	5 (G) 16 (H)	--- ---	12 (G) 17 (H)	92.30 100	96.15
2014-15	3 (G) 42 (H)	--- 9 (H)	3 (G) 25 (H)	--- 3 (H)	3 (G) 37 (H)	100 88.09	94.04
2015-16	85 (H)	10 (H)	52 (H)		62 (H)	72.94	72.94

### 2. B.A. programme

year	No. of students appeared in Gen. & Hons.	1 <sup>st</sup> class	2 <sup>nd</sup> class	Pass class	Total passed	Pass p.c. (%)	Yearly average completion rate
2011-12	9 (G) 13 (H)	1 (G) 1 (H)	6 (G) 7 (H)	2 (G) 2 (H)	9 (G) 10 (H)	100 76.92	88.46
2012-13	12 (G) 35 (H)	9 (G) 30(H)	1 (G) 3(H)	1 (G) ---	11 (G) 33 (H)	91.66 94.28	92.97
2013-14	18 (G) 38 (H)	13(G) 30 (H)	2 (G) 8 (H)	--- ---	15 (G) 38 (H)	83.33 100	91.66
2014-15	8 (G) 47 (H)	1 (G) 5 (H)	5 (G) 31 (H)	--- 4 (H)	6 (G) 40 (H)	75.00 85.10	80.05
2015-16	94 (H)	7 (H)	51 (H)	24 (H)	82 (H)	87.23	87.23

**Comparative Course Completion Rate (per 100) for B.A. & B.Sc.**



The above table No. 1 and 2 represent comparative results of two degree programmes over a period of five years. The results are drawn from the final years of the degree courses. The course structure of the affiliating University is such that option for Honours course from one of the General courses is given only in the final year of the three years' degree programme.

Two features stand out prominent in the tables. One is related to the performance of students, and the other to option for Honours and General courses. There is a cross programme variation in the performance of students. The performance of students in B.Sc. programme is improving over the years while it is stagnant in B.A. programme. The other feature in the option clearly shows that the students of the College incline to Honours option both in B.Sc. and B.A. courses. This again indicates that the students are intended to upward academic progression with the limited options.

So there is a need for drawing up strategies for better improvement of teaching-learning and evaluation process in order to further improve yearly completion rate.

*\*Give additional information regarding Teaching, Learning and Evaluation, which the institution would like to include. Nil*

## **CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION**

### **3.1 Promotion of Research**

3.1.1 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes the College has a Research Development Committee to monitor and address the issues of research. The composition of the committee is as follows;

1. Chairperson: Principal of the college
2. Convenor : One Associate Professor
3. Members : Six members from different faculties
4. Ex-office member: Co-ordinator of IQAC

A few recommendations made by the committee are:

1. An integrated research laboratory in the college be set up for working the entire teacher together.
2. Initiatives be taken up to organize at least one state/national level seminars/workshops every year.
3. The faculty members be assisted to take up minor/major research projects from any agency.
4. The faculty members be encouraged to participate in national/international level research oriented programmes, like refresher/training programme on research methodology, conference, seminar, workshops, etc.
5. The faculty members be encouraged to publish books, research papers in reputed journals, etc.
6. Initiatives be taken up by the committee to disseminate the research finding and information to the faculty members of the college and students.

#### **Impact:**

1. Two national and four state level seminars initiated by the Research Committee were held in the college during the last five years.
2. Recently one International Bamboo Conference cum Workshop (IBCCW-2015) was successfully organised from 22<sup>nd</sup> to 26<sup>th</sup> October, 2015, with more than 11 foreign delegates.
3. The number of minor research projects funded by the UGC has increased considerably in the last four years. Teachers from Zoology, English, History, Mathematics, Physics has been completed their minor research projects funded by UGC and other funding agencies.
4. Eight teachers from different department had applied MRP in this year 2015.
5. Many faculty members presented research papers in state /national/international seminars /conferences and also got award in the conference.
6. Three teachers of the College completed Ph.D. during the last four years.
7. Two research scholars were declared Ph.D. under the Guidance of Dr. Th. Biren Singh, Principal and one Ph. D under the guidance of Dr. R.K. Rajeshwari Devi, Associate

Professor, Zoology.

8. Faculty members have presented papers in the International and National Seminar, Conference and Workshop.
9. Many papers have published in peer reviewed journals and others.

### 3.1.2 What is the policy of the College to promote research culture in the College?

The following are some of the policy matters to promote research in the College:

- The Research Committee headed by the Principal encourages and extends all possible support to take up research and secure funds from various agencies.
- The faculty doing research are allowed to use the College Labs., furniture, equipment, and the Library.
- Organisation of seminars/workshops and exchange of knowledge with other teachers are fully supported by the College.
- Researchers are given operational autonomy.
- Official formalities and financial transactions regarding research are taken up promptly.
- Adjustable duty relaxation is allowed depending upon the situation.

### 3.1.3 List details of prioritised research areas and the areas of expertise available with the College.

The College does not have any specific institutional prioritized research area. The faculty members involved in individual research projects, student research guidance and individual research work for M.Phil/Ph.D programme. The Institutional Bio-tech Hub has become a research centre emphasising on ethnomedicinal plants and insects as the state and the region is noted for its biodiversity hotspot. The faculty members of Life Sciences, including Chemistry have already done a lot and are still actively working in this area.

### 3.1.4 What are the provocative mechanism adopted by the institution to facilitate smooth implementation of research schemes/ projects?

- Advancing funds for sanctioned projects
- providing seed money
- autonomy to the principal investigator/coordinator for utilising overhead charges.
- timely release of grants
- timely auditing
- submission of utilisation certificate to the funding authorities

**Autonomy to the principal investigator:** Faculty members of the college are encouraged for minor and major research projects. The principal investigator has full freedom in deciding the research area, research methodology, choice of equipments, books, etc for conducting the research project.

**Timely availability or release of resources:** As per the norms of the funding agency, the college authority always tries to release the funds of the project to the principal investigator in time.

**Reduced teaching load, special leave, time-off, etc. to teachers:** The Department of Higher



education, Government of Manipur gives permission to the principal investigator to carry out research schemes/projects without hampering his/her normal duties in the college. The faculty members are supported with duty leave for presenting in state/national/international level seminar/conference/workshop etc.

Support in terms of technology and information needs: The College support the faculty members in terms of information needs through computer with internet facilities at different department of the college.

Facilitate timely auditing and submission of utilization certificate to the funding authorities: The College conducts financial audit in all the projects by a private Chartered Accountant. The Principal of the College helps the faculty members in timely auditing and submitting the utilization certificate to the funding agencies.

### 3.1.5 How is interdisciplinary research promoted?

- \* between/among different departments of the College and
- \* collaboration with national/international institutes / industries

As part of the institutional policy of research, the Research Development Committee of the College emphasises interdisciplinary approach between and among the different departments. Based on the level of interrelationship, the College recognises the potentiality of joint research projects involving Botany, Chemistry and Zoology; Physics, Mathematics and Chemistry; language subjects; Political Science and History, Anthropology, Geography and Zoology; etc. So the project Bio-tech Hub is under the joint coordination of two Departments (Coordinator from Zoology and Assistant Coordinator from Chemistry).

Collaboration with institutes/industries: The College is marching ahead for research collaboration with IBSD, Imphal and Salai Holdings Pvt. Ltd. Imphal. At present, has started developing two research centres with the help of Department of Bio-Technology, Ministry of Science and Technology, Delhi and the Atomic Energy Regulatory Board (AERB), Mumbai.

### 3.1.6 Enumerate the efforts of the College in attracting researchers of eminence to visit the campus and interact with teachers and students?

The College have been organizing national level seminars, inter-college and intra-college level seminars/workshops/invited lectures in which researchers of eminences are invited to deliver lectures, preside the technical session, visit the campus. During the last five year the college organized six seminars and four workshops as detailed above.

Many eminent professors visited the college at the time of seminar/workshops/conference etc., which provide the opportunity of interaction of the faculty and students with many scholars and scientists.

#### **List of invited speakers/ visitors interacted:**

Name of the invited	Department/affiliation
---------------------	------------------------

speakers	
Dr. S. Gunadhor Singh	Visiting Fellow, DMCTE, Imphal
Prof. L. Gyaneswore	Retd. Professor, Manipur University
Shri L. Somorjit Singh	Associate Prof., Imphal College
Dr. T. Tomcha Singh	Professor, RIMS, Imphal
Dr. N. Debananda Singh	Professor, Manipur University (Biochemistry)
Dr. N. Rajmohon Singh	Professor, Manipur University (Chemistry)
Dr. P. Kumar Singh	Professor Manipur University (Life Sciences)
Prof. T.K. Mukherjee	Consultant & Editor, Indian Journal of Traditional knowledge, New Delhi.
Prof Y. Yashanwanta Singh	HOD/Linguistics Dept., Manipur University, Imphal.
Thokchom Dewan Singh	Scientific Officer-D, Atomic Energy Regulatory Board (AERB), Mumbai.
S. Bheigya Singh	Joint Director, Directorate of Arts & Culture, Manipur.
Prof. N. Lokendro Singh	Registrar, Manipur University, Imphal.
Mrs. Kholia	Joint Secretary (Higher Education), Manipur.
C. Arther W., IAS	Director, University & Higher Education, Manipur.
Yaiskul Singh	Addl. Director, University & Higher Education, Manipur.
T. Ojit Singh	Joint Director, University & Higher Education, Manipur.
Th. Iboyaima Singh	OSD, University & Higher Education, Manipur.
Mr. Th. Oliver	OSD, University & Higher Education, Manipur.

3.1.7 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

The Department of Higher Education, Govt. of Manipur has not provided the faculty members for Sabbatical Leave for research activities. But the faculty members are permitted to pursue their research activities without hampering his/her normal duties in the college.

3.1.8 Provide details of national and international conferences organized by the College highlighting the names of eminent scientists/scholars who participated in these events.

The various seminars /workshops/ invited lectures / sensitization programmes conducted in the College by various Departments and Cells, along with external experts/ scholars, are as follows.

1. Institutional Biotech hub organised State level training/workshop program sponsored by DBT Ministry of Science and Technology.
  - a) Hands on training programme of PCR Techniques and applications in Modern Research, 10<sup>th</sup> to 11<sup>th</sup> October, 2012 with Prof. W. Bishwanath Singh, Life Sciences Dept., Manipur University, Imphal.
  - b) Hands on training programme on Basic Biotechnological tools and technique, 15<sup>th</sup> to 18<sup>th</sup> November, 2013.
  - c) Four days training and workshop programme on Biotechnological instrumentation and

basics of neon technological technique, 10<sup>th</sup> 13<sup>th</sup> November, 2014.

d) Three day workshop and training programme on Basic concepts of DNA-Barcoding and its application, 6<sup>th</sup> to 8<sup>th</sup> June, 2015.

2. Workshops on-

a) Techniques of Paper Setting and evaluation was held from 6 to 8, Nov., 2014, sponsored by Directorate of University & Higher Education, Manipur.

b) Career Counselling (with Career Cliniq, Guwahati) was held from 13 to 14, December, 2014.

c) Teaching Methodology based on Autonomous Learning was held from 30-31, January, 2015 sponsored by Directorate of University & Higher Education, Manipur.

3. Invited lecture/talk-

a) Thought and its Effect on Health by Dr. Jugindro Singh of Shija Hospital & Research centre, Langol, Imphal on 9<sup>th</sup> May, 2015.

b) Techniques of Question Designing and Evaluation in Arts subjects by Dr. L. Gyaneswor, Retd. Professor, Manipur University, Imphal, on Nov. 6-8, 2014.

c) Techniques of Question Designing and Evaluation in Science subjects by Dr. L. Somorjit Singh, Associate Professor, Imphal College, on Nov. 6-8, 2014.

d) Autonomous teaching-learning techniques by Dr. S. Gunadhor Singh, Visiting Fellow, DMCTE, Imphal.

e) Extension lecture programme organized by Department of Mathematics on "Introduction to Fuzzy" on 22<sup>nd</sup> October, 2011 with Prof. Anjan Mukherjee, Agartala, Tripura.

f) Extension lecture cum interaction programme organized by Department of English on "Trends in Modern English Poetry." Professor Y. Yashanwanta Singh, HOD, Linguistics Department, Manipur University, Canchipur delivered a lecture on the topic "First Language Acquisition and Second Language Learning."

★ List of national and international seminar and conference during the last four years:

ii. National Seminar on Post Accreditation Strategies for Quality Sustenance in Colleges, 4-5th Nov. 2011, Oriental College, Imphal.

iii. A 2- day State Level Seminar on NAAC Assessment and Accreditation & Institutional challenge in the domain of Academic Excellence" organized by Seminar & Workshop Committee, Oriental Colleges Imphal on 17<sup>th</sup> & 18<sup>th</sup> Aug. 2012 sponsored by Department of University and Higher Education, Govt. of Manipur.

iv. A Two-day State Level Seminar on "Traditional System in the Action Plan on Climate Change" Organized by Oriental College and N.G. college sponsored by UGC (NERO) held on 22<sup>nd</sup> and 23<sup>rd</sup> Feb., 2013.

v. National seminar on "The Employment of European Credit Transfer System in India" at Oriental College, Imphal., from 19-20 July, 2013, sponsored by UGC (NERO).

vi. State: A 2-day state level seminar on History of Manipur (Meidingu Kyamba to Bheigyachandra) on 22<sup>nd</sup> to 23<sup>rd</sup> October 2013 sponsored by Directorate of Art & Culture, Manipur Historical Society and Department of History.

vii. 5 Day International Bamboo Conference cum Workshop (IBCCW-2015) was successfully organised with 11 outside participants from 22<sup>nd</sup> to 26<sup>th</sup> October, 2015, in

collaboration with the Salai Holdings Pvt. Ltd., Imphal.

The following are some of eminent persons, scientists/participants in the Conference:

1. Mr. Purwito, Researcher of RIHS Deptt. of Public Works, Indonesia.
2. Mr. Mukoddas Syuhada, Industrial Architect, Indonesia.
3. Mr. Setyanto, renowned bamboo planter & producer, Indonesia.
4. Mr. Mark Emery, renowned Architect, Australia.
5. Mr. Thoop Nakasen, Scientist & renowned bamboo planter, Bangkok, Thailand.
6. Mr. Niramit Sareerudt, renowned industrial architect, Bangkok, Thailand.
7. Mr. Nripal Adhikari, Architect, Kadmandu, Nepal.
8. Dr. Pradeep Kr. Kushwaha, Architect, Kadmandu, Nepal.
9. Mr. Sudheer Pande, Director, NECTOR, Shillong.
10. Mr. Neera Sarmah, Bamboo Scientist, NECTOR, Shillong.

3.1.9 Details on the College initiative in transferring/advocating the relative findings of research of the College and elsewhere to the students and the community (lab to land).

The College has no opportunity in advocating/transfer of relative findings of research of the college among the students and community. But, awareness about the findings of the research work by the faculty members were shared to the students and community through organizing seminars/workshops, publications of seminar proceedings and publications in national and international journals/books.

3.1.10 Give details on the faculty actively involved in research (Guiding student research, leading research projects, engaged in individual or collaborative research activity etc.)

a) Faculty involvement in guiding research:

Name of the faculty	Name of the department	No of Scholars	
		Going on	Completed
Dr. Th. Biren Singh	Mathematics		7 Ph.D., 15 M. Phil.
Dr. R.K. Rajeshwari Devi	Zoology	1 Ph.D.	1 Ph.D.
Dr. Th. Brojen Singh	Chemistry	4 Ph.D.	0
Dr. S. Nabadwip Singh	Physics	1 Ph.D	0

b) Faculty involvement in leading Research Projects:

1. Dr, R.K. Rajeshwari Devi, Associate Professor, Zoology dept.
2. Dr. S. Nabadwip Singh, Assistant Professor, Physics Dept.

## 3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of

expenditure, financial allocation and actual utilization for the last four years.

But, the college received grants through MRP from UGC (NERO) and from various agencies for major research projects taken up by different departments.

3.2.2 What are the financial provisions made in the College budget for supporting student research projects?

There is no provision for supporting student research project. But the state government has provision for grant of study tours, field work and educational excursion.

3.2.3 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

No. But institution is planning to carry out the same with collaborating state companies.

3.2.4 Are there any special efforts made by the College to encourage faculty to file for patents? If so, provide details of patents filed and enumerate the sanctioned patents.

No such effort has been made so far.

3.2.4 Provide the following details of ongoing research projects:

	Year-wise	Number	Name of the Project	Funding agency/industry	Total grant received (Rs. in lac)
A. College funded (Nil)					
Minor project					
Major project					
Along with Industry					
B. Other agencies –national and international (specify)					
Minor projects	i.From 28/03/2016-	1	“Analysis.....method.”	UGC	2,02,500
	ii.29/03/2016-	1	Scceening and.....of Manipur.	UGC	185,000
Major projects	i.From 16/12/2011-	1	Institutional Biotech Hub	DPT, Delhi	41.47
	ii.From 2014-	1	Study on the Levels & Effects Natural Radiation in the Environment of Different Regions of	AERB, Mumbai	24.60

			Manipur		
C. Industry sponsored					

3.2.6 How many departments of the College have been recognized for their research activities by national / international agencies (UGC-SAP, CAS, DST-FIST; DBT, ICSSR, ICHR, ICPR, etc.) and what is the quantum of assistance received? Mention any two significant outcomes or breakthrough due to such recognition.

Four departments have been recognised by national agencies.

The College has received Rs. 41,47,000 for Bio-Tec Hub from DBT, New Delhi

The College has received Rs. 24,60,977 from AEBR, Mumbai.

The College has received Rs. 4,35,000 from UGC for three MRP

3.2.7 List details of completed research projects undertaken by the College faculty in the last four years and mention the details of grants received for such projects (funded by Industry/National/International agencies).

Details of completed projects and grants received during the last four year-

Nature of the project	Duration from----to	Title of the project	Name of the funding agency	Total Grant		Total Grant received till date
				sanctioned (in Lac)	received (in Lac)	
Minor projects	Dr. Kh. Aruna Devi	A Contrastive Analysis of English, Manipuri and Burmees.	UGC	Rs. 1.50	Rs. 1.50	
	Dr. O. Rudra-babu (2011-2014)	History of Revenue System in Manipur.	UGC	Rs. 1.50	Rs. 1.50	
	Dr.L. Ibeni (2012-2013)	Some fixed point theorems in cone Metric Space.	UGC	Rs. 1.25	Rs. 1.25	
Major projects	Dr. R.K. Rajeshwari (2008-2011)	Fishery aspects & conservation of some indigenous fish resources of Manipur.	UGC	Rs.7.56	Rs. 7.56	

Industry sponsored	Nil					
Students' research projects	Nil					
Any other (specify)	Nil					

### 3.3 Research Facilities

3.3.1 What efforts are made by the College to keep pace with the infrastructure requirements to facilitate Research? How and what strategies are evolved to meet the needs of researchers?

To facilitate development of research, the College provides the following infrastructural requirements:

- ★ Departmental Labs. have been revamped with advanced instruments through regular efforts.
- ★ High speed internet facility is made available in the campus.
- ★ To ensure uninterrupted power supply, the institution has installed a 9 kVA solar power plant, one 25 kVA generator and one 15 kVA generator.
- ★ The College has provided every department one desk top with printer and one lap- top.
- ★ One portable projector is provided to every Department.
- ★ 2 Smart boards are installed, one in the Conference Hall and the other in the Language Lab.
- ★ The College Central Library has been revamped providing the users with ICT enable access facilities. The INFLIBNET has been installed in the College Central Library. 5 Desk tops along with 2 Master computers with a Sony Bravaj TV Monitor are made available in the College Central Library.
- ★ A Biotech Lab. has been established for the Institutional Biotech Hub under the sponsorship of DBT, Govt. of India, considering seriously the prospects of research in Biotechnology, which is an emerging technology of the world, as a future policy of the institution.

The above infrastructural requirements made available to teachers and students for facilitating research are unable to keep pace with the needs of the researchers. Modern machines and equipment costing huge amount of money, IT based connectivity and software are still required to be installed. Befitting research Lab. structure/rooms are lacking. Institutional hindrance is to be removed. So the following strategies are evolved to meet the infrastructural needs of researchers:

- ★ To encourage/ support faculty to take up Major Research Projects under relevant funding agencies like UGC.
- ★ To apply for developmental schemes available under UGC like CPE.

- ★ To create research collaboration with high profile institutions/organisations.
- ★ To create College-industry Cell. Such interactions would result in the creation of specialised laboratory in the College.

3.3.2 Does the College have an information resource centre to cater to the needs of researchers? If yes, provide details on the facility.

The following facilities are available in the Central Library of the College and Network Resource Centre attached to the IQAC office for all information to cater to the needs of the researchers:

- Related books for all subjects
- Various national /international journals
- Computers with Wi-Fi internet connection
- Seminar proceeding
- INFLIBNET facility
- Reprographic facility

3.3.3 Does the College provide residential facilities (with computer and internet facilities) for research scholars and faculty?

Residential facility is provided in the Boys' Hostel of the College.

3.3.4 Does the College have a specialized research centre/ workstation to address challenges of research programmes? If yes, give details.

The College has a specialised research centre- Biotechnology Research Centre from 2012. The centre is actively engaged in researches on local medicinal plants and insects.

It has also set up a research centre- Environmental Radiation Dosimetry- in 2014. The Laboratory is associated with Physics Department.

3.3.5 Does the College have research facilities (centre, etc.) of regional, national and international recognition/repute? Give a brief description of how these facilities are made use of by researchers from other laboratories.

The College has research facilities/centres of national recognition. These are (a) Biotechnology Research Centre, and (b) Environmental Radiation Dosimetry.

The Biotechnology Research Centre (Bio Hub funded by DBT) facilitates two research scholars leading to Ph.D. under the supervision of Dr. R.K. Rajeshwari Devi, the Coordinator of the project. The Radiology Department of Regional Institute of Medical Sciences, Imphal is made use of the Environmental Radiation Dosimetry.



### 3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

\* major papers presented in regional, national and international conferences: (2011-2015)

Name of the Teacher	Department	Regional	National	International
Dr. R.K. Rajeshwari Devi	Zoology		1	3
H. Ibomcha Singh	Zoology		1	
K. Uma Devi	Zoology		2	
Dr. S. Nabadwip Singh	Physics		10	2
Dr. M. Phalguni Singh	Chemistry		3	2
Dr. Th. Brojen Singh	Chemistry		7	2
P. Mangi Devi	Botany		2	
Dr. Y. Pramoda Devi	Botany		2	
L. Ibeni Devi	Mathematics			2
Dr. R.K. Meena	Anthropology			1
Dr. Th. Premeshwari Devi	Anthropology		1	
Dr. O. Rudrababu Singh	History	5	1	
Dr. Kh. Aruna Devi	English		6	2
R.K. Indira Devi	Education	2	2	1
Dr. S. Nesha	Education	2		
Dr. L. Shantikumari Devi	Manipuri	1		
L. Rameshwar Singh	Manipuri	1		
Dr. M. T. Achou	Manipuri	9	1	

\* publication per faculty:

a) Paper publication- (2011-2015)

Name of the Teacher	Department	Regional	National	International
Dr. R.K. Rajeshwari Devi	Zoology		1	4
Dr. S Nabadwip Singh	Physics		2	21
L. Ibeni Devi	Mathematics			3
Dr. M.T. Achou	Manipuri	6	4	

b) Book publication-

1. Dr. Th. Biren Singh, Principal: 1 No.
2. Dr. M.T. Achou, Asstt. Professor, Manipuri: 3 Nos.

\* faculty serving on the editorial boards of national and international journals:

Dr. M.T. Achou, Asstt. Professor, Manipuri Department is serving as Joint Editor of "Teachers' Voice". a half yearly journal published by the AMCTA, Imphal.

\* faculty members on the organisation committees of international conferences, recognized by reputed organizations / societies:

The following faculty members of the College were Organising Committee members of the International Conference on Bamboo cum Workshop held at Oriental College, Imphal from 22<sup>nd</sup> to 26<sup>th</sup> October, 2015.

1. L. Gopeswar Sharma, the then Coordinator of IQAC
2. Dr. R.K. Rajeshwari Devi, Associate Prof., Zoology Dept.
3. Dr. Kh. Keinahanbi Devi, Associate Prof., Physics Dept.
4. Dr. Th. Brojen Singh, Assistant Prof., Chemistry Dept.
5. Dr. S. Nabadwip Singh, Assistant Prof., Physics Dept.
6. Dr. R.K. Joykumar Singh, Associate Prof., English Dept.
7. L. Mani Singh, Associate Prof., Anthropology Dept.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

No.

3.4.3 Give details of publications by the faculty and students: (2011 to 2015)

- a. Publication per faculty :
- b. Number of papers published by faculty and students in peer reviewed journals (1. national and 2. international)
- c. Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- d. Monographs
- e. Chapter in Books
- f. Books Edited
- g. Books with ISBN/ISSN numbers with details of publishers
- h. Citation Index
- i. SNIP
- j. SJR
- k. Impact factor
- l. h-index

Faculty	Department	a	b		c	d	e	f	g#	h	i	j	k	l
			b1	b2										
Dr. Th. Biren Singh*	Principal	9	8	4					1					
L.Ibeni	Mathematics	3											1	
Dr. S. Nabadwip		23	7	16										
Dr. RK. Rajeshwari	Zoology	9	7	2					3	5			3	
Dr. H.	Zoology	1	1											

Sanayaima														
H. Ibomcha	Zoology	1	1											
Dr. Th. Brojen	Chemistry	7	2	5									7	
K. Uma	Zoology	1	1											
G. Ranita	Economics			1	1					6.7			0.475	
R.K. Jeermoson	Geography			4	1			1	1					
Dr. M.T. Achou	Manipuri		3				1		3					
Dr. M. Phalguni	Chemistry	5	2		3									
Dr. R.K. Meena	Anthropology	1												
Dr. Th. Premeshwori	Anthropology	1												
Dr. Kh. Aruna Devi	English	4					2		1				1	
R.K. Imosana	Environmental Science		2			2		1				1		
Rk. Jeermion	Geography		4		2			1	1					
P. Mangi Devi	Botany	2												
Dr. Y. Pramoda Devi	Botany	2												
Dr. O. Rudrababu	History	4	2											

(Details of publications are given in the Departmental Evaluative Reports)

\*Other publications:

a) List of Paper publication of Dr. Th. Biren Singh, Principal

1. A brief review of aggregation operators in fuzzy environment, Proceeding of the Mathematical Society, Banaras Hindu University, ISSN 0970-7080, 26 69-77, 2010.
2. Linear Regression analysis with fuzzy parameters, Proceeding of the Mathematical Society, Banaras Hindu University, ISSN 0970-7080, 26 103-113, 2010.
3. A fuzzy group decision making method based on borda count for customer relationship management, Advances in Fuzzy sets and systems, ISSN 0973-421X, 11(1) 1-26, 2012.
4. An approach to clustering based on fuzzy relations for decision maker relationship management journal of the Indian academy of Mathematics, ISSN 0973-421X, 13(2) 97-133, 2012.
5. A method based on the fuzzification for solving fuzzy number relationship linear programming problems, Advances in fuzzy sets and Systems, ISSN 0973-421X, 13(1) 31-45, 2012.
6. Fuzzy Max- $\Delta$  Equivalence Relation Based Method for Customer relationship managements, Advances in fuzzy sets and Systems, ISSN 0973-421X, 13(2) 97-133, 2012.

7. Interval Linear Programming using fuzzy rule based systems-A New approach, International Journal of Mathematical Sciences and Engineering Applications, ISSN 0973-9424, 7(1) 307-322, 2013
8. Fuzzy goal programming based on piecewise linear membership functions, International Journal of pure and applied Mathematics, ISSN 1311-8080, ISSN 1314-3395, 89(3) 323-339, 2013.
9. A fuzzy approach based on Borda count to select the consensual alternative for customer relationship Management, Rough Sets, Fuzzy Sets and Soft Computing, ISBN 978-8L-8487-403-7, pp.46-60 (Book; Proceeding of the 2<sup>nd</sup> international Conference on Rough Sets, Fuzzy Sets and Soft Computing), Narosa Publishing House, New Delhi, 2015.
10. A Fuzzy approach to select an expert from decision-makers based on fuzzy clustering and Fuzzy preference relations for decision-maker relationship management, Rough sets, Fuzzy Sets and Soft Computing, ISBN, 978-8L-8487-403-7, pp. 88-102 (Book: Proceeding of the 2<sup>nd</sup> International Conference on rough Sets, Fuzzy Sets and Soft Computing, Narosa Publishing House, New Delhi, 2015.

\*Book Publications:

1. Dr. Th. Biren Singh, Principal: ‘Applications of Fuzzy logic and fuzzy sets in Regression Analysis’, ISBN 978-81-261-6446-2(2015), Anmol Publication Pvt. Lt. , New Delhi.
2. Dr. M.T. Achou, Asst. Prof. (Manipuri Department):
  - i) ‘Manipuri Cultureda Wareng Khara’ (*some essays on Manipuri culture*), ISBN-978-81-910974-8-19 (2012), Cultural Research Centre, Manipur.
  - ii) ‘Manipuri Sahityagi Shaklon 1(19 suba chahicha faobagi matam)’(*characterisation of Manipuri Sahitya vol.1 upto 19<sup>th</sup> century*), ISBN-978-81-910974-8-19 (2013), Cultural Research Centre, Manipur.
  - iii) ‘Mahakabi Anganghalgi Khorirolda Mityeng Ama’ (a view on the writings of Anganghal, the great poet), ISBN-978-81-910974-8-19 (2015), Cultural Research Centre, Manipur.

3.4.4 Indicate the average number of successful M.Phil. and Ph.D. scholars guided per faculty.

Name of the faculty	Name of the department	No of Scholars	
		Going on	Completed
Dr. Th. Biren Singh	Mathematics		7 Ph.D., 15 M. Phil.
Dr. R.K. Rajeshwari Devi	Zoology	1 Ph.D.	1 Ph.D., 2 M.Phil
Dr. Th. Brojen Singh	Chemistry	4 Ph.D.	0
Dr. S. Nabadwip Singh	Physics	1Ph.D.	0

3.4.5 What is the stated policy of the College to check malpractices and misconduct in research?

The Research Development Committee of the College oversees and takes decision recommending the College authority for a stringent action in case any malpractices and misconduct in research is found.

3.4.6 Does the College promote interdisciplinary research? If yes, how many inter departmental / inter disciplinary research projects have been undertaken and mention the number of departments involved in such an endeavour.

Yes the College promotes interdisciplinary research. The Biotech Hub of the College facilitates inter-disciplinary research projects involving the faculty of Zoology, Botany and Chemistry.

3.4.7 Mention the research awards instituted by the College.

Nil.

3.4.8 Provide details (if any) of

- Research awards received by the faculty:  
Dr. R.K. Rajeshwari Devi, Associate Professor, Department of Zoology:
  - a) Awarded “Bharat Shiksha Ratan Award” with medal for excellence in chosen field of activity on the occasion of the 36<sup>th</sup> National Seminar on Individual achievements & National Development on 17<sup>th</sup> December, 2012 at New Delhi. Organised by Global Society for Health & Educational Growth, New Delhi.
  - b) Awarded “Life Time Education Excellence Award” with medal for individual contribution towards Health & Education & Economic development on 37<sup>th</sup> National Seminar and Award Function held on 29<sup>th</sup> April 2013 at constitution club of India, New Delhi. Organised by Economic and Society development Foundation, New Delhi.
  - c) Dr. S. Nabadwip Singh, Assistant Professor, Department of Physics, received “Third Best Poster award” at the 5<sup>th</sup> International Conference on Luminescence and its Application (ICLA-2015) held at PES, University, and Bengaluru, India.
  - d) Second Best Poster award at the national Conference on Luminescence and Application (NCLA-2009) held at Kolkata.
- Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally:
  - a) Dr. R.K. Rajeshwari Devi, Associate Professor, Department of Zoology, recognised as F.S.E. Sc (Fellow of Society for Environmental Science), Fellow No. 207 dated 27<sup>th</sup> October, 2015.
  - b) Dr. S. Nabadwip Singh, Assistant Professor, Department of Physics is recognised as a Supervisor under Pacific University, Udaipur, Rajasthan.

3.4.9.1 Incentives given to faculty for receiving state, national and international recognitions

for research contributions:

Nil.

### **3.5 Consultancy**

3.5.1 What is the stated policy of the College for structured consultancy? List a few important consultancy services undertaken by the College.

The College is working hard to draw up a policy to promote consultancy in near future, wherein the service of individual faculty can be regulated.

3.5.2 Does the College have College-industry cell? If yes, what is its scope and range of activities?

The College is working hard to promote consultancy in near future.

3.5.3 What is the mode of publicizing the expertise of the College for consultancy services? Mention the departments from whom consultancy was sought.

The College encourages the faculty to utilise their academic expertise and skills for consultancy services and community development. It does not have specific publicising mode for consultancy service. Shri L. Gopeswar Sharma, the former Coordinator of IQAC of the College, extended all his experience to other sister colleges freely whenever they came to consult him about the plans for accreditation and assessment.

3.5.4 How does the College encourage the faculty to utilise the expertise for consultancy services?

Although the College has not yet developed a stated policy for consultancy service, the faculty is encouraged to utilise their expertise for national cause in all possible ways.

3.5.5 List the broad areas of consultancy services provided by the College and the revenue generated during the last four years.

Nil.

### **3.6 Extension Activities and Institutional Social Responsibility (ISR)**

3.6.1 How does the College sensitize the faculty and students on Institutional Social Responsibilities? List the social outreach programmes which have created an impact on students' campus experience.

Students are encouraged to join various programmes of NSS, drug abuse, Aids awareness, child trafficking, sexual harassment, community service and other outreach activities by circulating a form during the admission in First year class. During the session, a number of letters come from

various Govt. institutions and NGOs asking to send our students for participating in activities organised by them. The college takes the opportunity for our students. The College also regularly organises extra-curricular and enrichment programmes, extension lectures, etc.

- ★ List the major extension and outreach programmes taken up and participated by NSS Wings of the College:
- participated in the observation of “National Voters Day” held on 25<sup>th</sup> January every year at the College.
- participate in Republic Day Parade of every year celebrated by the state government.
- participated and donated blood in the “Mega Blood Donation Camp Cum Awareness Programme” organize by NSS Cell of Manipur University with 25 Club International at Manipur University on 15<sup>th</sup> March 2013.
- participated in the NSS Mega Camp held from 4<sup>th</sup> -15<sup>th</sup> March, 2013 at Central University of Jharkhand.
- participated in “One Day Youth Convention “held on 7<sup>th</sup> March 2013 at Asha Hall, Manipur.
- 30 volunteers participated in the mega interaction programme on Systematic Voters Education and Electoral Participation held on 26<sup>th</sup> March 2013 at Centenary Hall of M.U., Canchipur, Imphal.
- participated in the Youth Festival of North East at Sarusajai Sports complex, Guwahati during 19-21 Feb.2013.
- participated in the NSS Mega camp at Ranchi 4-15<sup>th</sup> March 2013 at Central University of Jharkhand.
- 30 volunteers participated one day “Youth Convention“ held on 7<sup>th</sup> March 2013 at Asha Hall, Imphal.
- 30 volunteers participated in the Mega Interaction programme on Systematic Voters Education and Electoral Participation held on 26<sup>th</sup> March 2013 at centenary Hall M.U. Canchipur.
- participate in the Orientation Course organized at Ramakrishna Mission Ashram, Narendrapur, Kolkata from 23 to 31<sup>st</sup> March 2013.
- participated in the Inter State Youth Exchange & Honesty Programme held on 14-23<sup>rd</sup> March 2013, at Madurai.
- participated in the ‘Mega Blood Donation Camp cum Awareness Programme’ held at Manipur University on 15<sup>th</sup> March, 2013.
- participated in the ‘Peer Education Training on HIV/ AIDS’ held on 22-23<sup>rd</sup> March, 2013 at Manipur University.
- participated on one day workshop on Repositioning National Service Scheme held on 21<sup>st</sup> May 2013 at Manipur University, Canchipur.
- participated in the National Seminar on the Topic Youth for Good Governance held on 30<sup>th</sup> May 2013 at Manipur University, Canchipur.
- participated in the Training Programme on First Aid held on 1-3<sup>rd</sup> July 2013 at GP Women’s College .

- Organize “One Day Regular Camp” in connection with Irawat Day on 30<sup>th</sup> September 2103(Monday).
- participated in the ‘Training of Trainees on Youth Employability Skills’ held at MU from 1 - 5<sup>th</sup> Jan, 2014, sponsored by Rajiv Gandhi National Institute of Youth Development (RGNIYD).
- participate with 20 and 12, male and female volunteers respectively to participate in one day ‘Investor Awareness Programme on Financial Literacy’ held at D.C. Complex Imphal West, organised by SEBI and NSE on 29<sup>th</sup> June 2014.
- participate at the observance of the 45<sup>th</sup> NSS Day, 2014 on 24<sup>th</sup> Sep. 2014 at Manipur University, organised by MACS and NSS Unit Cell of Manipur University.
- NSS Unit-I & II, Teaching and Non-Teaching Staff of the College jointly organized “National Education Day” on 11<sup>th</sup> November 2014 at Oriental College.

★ Collaborative activities with other organisations:

- Organized jointly One Day Tree Plantation with Social Service Camp by NSS Unit-I &II of the College and Kangleipak Students’ Association (KSA), Manipur at Oriental College on 8<sup>th</sup> September 2014.
- NSS Unit I & II, Teaching, Non-Teaching Staff of the College and Local Volunteers jointly organized “National Sanitation Campaign” under the theme of ‘Swachh Bharat Mission’ on 27<sup>th</sup> September, 2014.
- NSS Unit-I&II, Teaching and Non-Teaching Staff of the College jointly organized by Rastriya Ekta Divas in respect of Sadar Vallabhai Patel’s birth anniversary on 31<sup>st</sup> October 2014, at Oriental College(Autonomous).
- Donated Blood in the “State Level Blood Donation Camp” jointly Organize Oriental College Golden Jubilee Celebration Committee and NSS Unite I & II in Collaboration with Shija Hospital, Langol at Oriental College on 7<sup>th</sup> September 2013.

3.6.2 How does the College promote College-neighborhood network and student engagement, contributing to holistic development of students and sustained community development?

The College has two NSS Wings. Through the NSS and Students’ Union, the College promotes neighbourhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students. Various community orientation programmes such as blood donation camp, National Cleanliness Day, aids awareness, yoga and mental fitness training cum interaction, tree plantation cum climate change interaction, drug abuse, etc. were organised at the college along with the neighbourhoods and alumni. Not only have the local public, but the students too have been benefitted by these programmes.

3.6.3 How does the College promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

Steps taken up by the institution to promote the participation of students and faculty in



extension activities:

- Importance and utility of joining and participation in NSS/NCC and such other agencies are displayed and explained in the admission Prospectus as well as at the time of counselling for first entry into the College.
- The Principal appoints Programme Officers and they campaign and enrol students.
- The participants are recognised and Certificates are issued.

3.6.4 Give details on social surveys, research or extension work (if any) undertaken by the College to ensure social justice and empower students from under-privileged and vulnerable sections of society?

Nil.

3.6.5 Give details of awards/ recognition received by the College for extension activities / community development work.

Nil.

3.6.6 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

The extension activities organized by the institution are able to complement students' academic learning experience in the following ways:

- The theoretical knowledge gained in the class is tested through field experience there by enjoy learning.
- The social and moral values of learning are experienced.
- The objectives of self-learning and innovative skills are achieved.
- Community orientation, leadership and sense of philanthropy are developed.
- The real field situation and experience instil scientific temper and dispel blind faiths of the students.

➤ Impact on overall development of the students:

- learning through non-traditional methods
- learning by acting and participation
- learning standard behaviour and decorum
- learning leadership and public interaction skills
- lifelong learning skills, etc.

3.6.7 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The neighbouring community regards the College as their local institution as it was established by the local people's contribution with the initiative of a leader. Even today, the College is closely monitoring by the surrounding public as a social heritage. Before conversion to Government institution of higher education, it had been existed as private College for fifteen years

run by a trust, Late Nongthombam Ibomcha Singh Memorial Trust, constituted of important persons of the locality after the death of the Founder of the same name. Even after the conversion, and till today, the Trust deems it passionately responsible to look after the College to see that it is effectively translating the objectives of the curriculum and serving the interest of the locals. So, the College regards the Trust as its stakeholder among others.

The local parents and alumni roam about the college at night and act as a security guard on rotation. The alumni runs a small carpentry workshop closed to the western gate and repairs the class room furniture, doors and windows.

The local Gram Panchayat often sends their Job Card holders of NREGS for social service. The Principal serves them refreshment in turn.

3.6.8 Does the College have a mechanism to track the students' involvement in various social movements / activities which promote citizenship roles?

The following institutional mechanisms are developed to track the students' involvement in various social movements / activities which promote citizenship roles:

- NSS (2 wings-I & II)
- Students' Union
- History Club
- Eco Club
- Women Cell

3.6.9 Give details on the constructive relationships (if any) with other institutions in the nearby locality in working on various outreach and extension activities.

The College lies in an academic hub. The neighbouring institutions are the Sports Authority of India, Imphal Centre, Institute of Bioresources & Sustainable Technology, National Institute of Technology, Polytechnic, Blind & Mute School, etc. The blind students passed out from the above blind school are enrolled in our college. The school is also visited by the IQAC of the College to collect books printed in braille.

The Polytechnic offers computer classes in our college.

The SAI is ready for coaching our students in the College Swimming Pool.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

Nil.

## **3.7 Collaboration**

3.7.1 How has the College's collaboration with other agencies impacted the visibility, identity and diversity of activities on the campus? To what extent has the College benefitted academically and financially because of collaborations?

The College encourages the faculty for research collaboration and interaction with other institutions and laboratories. At present Dr. S. Nabadwip is working with Radiology Department, Regional Institute of Medical Sciences (RIMS), Imphal in the Environmental Radiation Dosimetry Laboratory of the College set up under the Major Research Project entitled 'Study on Levels and Effect of Natural Radiation in the Environment of Different Regions of Manipur', sponsored by the Atomic Energy Regularity Board (AERB), Mumbai.

Efforts are being made for research collaboration and interaction of the Bio-Tech Research Centre of the College with the Institute of Biodiversity and Sustainable Development, Imphal.

The 5 Day International Bamboo Conference cum Workshop was organised during 22-26 Oct., 2015 at the College in collaboration with Salai Holdings Pvt. Ltd., an industrial establishment, Imphal

### 3.7.2 Mention specific examples of, how these linkages promote

- \* Curriculum development: nil
- \* Internship, on-the-job training: nil
- \* Faculty exchange and development: nil
- \* Research, Publication: The Biotech Hub of the College is yet to be finalised for collaboration and research finding exchange with IBSD, Imphal.
- \* Consultancy, Extension: no recognised service in this regard.
- \* Student placement: Talks are going on with Sangai Holdings Pvt. Ltd. for recruiting our students of COC-Mushroom Cultivation for their production unit.
- \* Any other, please specify

3.7.3 Does the College have MoUs nationally / internationally and with institutions of national importance/other universities/ industries/corporate houses etc.? If yes, explain how the MoUs have contributed in enhancing the quality and output of teaching- learning, research and development activities of the College?

Nil. However, an understanding has recently been arrived at signing MOU with the Salai Holdings Prvt. Ltd., Imphal, one of the leading industries of the state for collaborating research and placement of our students.

3.7.4 Have the College industry interactions resulted in the establishment / creation of highly specialized laboratories / facilities?

No, such highly specialised Laboratory has not been resulted of the College- industry interactions. But the following facilities/ laboratories have been resulted:

- ii) Research: A Bio-Tech Hub is established in December, 2011 under DBT, New Delhi. It facilitates creation of research infrastructure, up gradation of academic facilities of the teachers and students.
- iii) Career counselling: A number of representatives of local and outside industries/institutes come and interacted with our students regarding different career option as well as ways of getting it.
- iv) Employable skill and personality development: The NSS Units of the college organise programmes wherein different representatives of industries/ institutes are invited to give lectures.

**\*Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.**

★ Budgetary details NSS programmes for the last four years:

Year	NSS Unit	Amount sanctioned	Programmes
2011-12	I	Rs. 60,000	7 day special programme at the college & neighbouring village on the theme 'Health, Public sanitation & Personal hygiene' from 7 to 13 <sup>th</sup> April, 2012.
	II	Rs. 44,000	Regular programme at Oriental college for combined units on 2 <sup>nd</sup> October, 2011.
2012-13	I	Rs. 40,000	One Day Regular Camp in connection with IRAWAT DAY on 30 <sup>th</sup> September 2103(Monday).
	II	Rs. 44,000	One day regular camp organised jointly by Students' Union & NSS on 9 <sup>th</sup> March, 2013.
2013-14	I	Rs. 40,000	Regular camp in relation to Golden Jubilee celebration of the college on 3 <sup>rd</sup> August, 2014.
	II	Rs. 60,000	7 day special camp from 25 <sup>th</sup> June to 1 <sup>st</sup> July, 2014 on the theme 'Youth for Eco-development'.
2014-15	I	Rs. 44,000	One day regular camp cum workshop organised jointly by NSS-I & II on 'Financial Education for Young Investor' on 14 <sup>th</sup> July, 2014.
	II	Rs. 55,000	Special camp at Ramji Kabui khul (a tribal village) with NSS-II volunteers on 1 <sup>st</sup> July, 2014.

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 Physical Facilities

**4.1.1** How does the College plan and ensure adequate availability of physical infrastructure and ensure its optimal utilization?

The limited infrastructure of the College caters to the growing needs of our students and faculty. The class rooms are occupied from morning to evening for teaching programmes. The facilities developed/augmented during the last five years are:

The laboratories are upgraded with advanced laboratory equipments and have given enough space to carry out practical classes effectively. A modern Language Laboratory with a Smart Board has been established recently under UGC funding. New departmental rooms for Zoology have been developed.

The College has a conference room with advanced audio-visual multi-media facilities like LCD Projector, Laptop, and Computer with High Configuration of the Latest Generation with Internet connections to organise seminars, lectures and other academic activities and administrative meetings.

The College Multipurpose Hall (auditorium) is constantly used for academic functions, State and National Conferences, Cultural Programmes for University and State level festivals, stage rehearsals and interactive sessions of the students and the faculty with eminent educationists/specialists from within and outside the state.

Common Rooms for boys and girls and separate toilets for students and staff, ladies and gents, have been renovated. One new toilet for students and two for staff has been constructed. The College Canteen has been renovated.

Keeping in mind of the limited infrastructural facilities available, the administration ensures that the available infrastructure is optimally utilized and efforts have been made for acquiring funds for infrastructural development.

(Master plan showing the layout of the College is given in Annexure- III)

**Central Library:** The Central Library with INFLIBNET facility is housed in a well furnished building with two reading rooms for free access of students and teachers and a newspaper reading section.

Category	Titles	Volumes
Text books	2128	3647
Reference books	2546	5408
Others	2100	4160
Total =	6774	132151

**Computer Centre:** There is a computer centre with 30 PCs. The College started using computer since last ten years both in its academic and administrative activities. The computer learning centre of college provides computing facilities accessible to the students. A server, all connected to the high speed campus LAN is also provided in the computer centre.

**Conference room:** The College has a conference room with smart board, audio-visuals multi-media facilities like LCD Projector, Laptop, and Computer with High Configuration of the Latest Generation with Internet connections to organise seminars, lectures and other academic activities and administrative meetings.

**Multipurpose Hall:** The College has a multipurpose hall of about 400 sitting capacity. Seminars, conference, workshops and other co-curricular activities are conducted here.

**Indoor Stadium:** A standard indoor stadium has been added to the host of learning infrastructure with equipment of indoor games. It was constructed under the UGC.

**The College Gymnasium:** This facility has been providing from from 2012 repleting with items like Multigym, Treadmills, exer-bikes, Umbra plate and weight training materials.

**Swimming Pool:** A standard swimming pool has been constructed under the UGC. The inauguration is awaited. The College in association with the Alumni will run the swimming pool with coach from the beighbouring SAI, Takyel, Imphal. The students of the College and learners from the surrounding communities will be facilitated.

**Students' Rooms:** There is a Students' Union Room as their office. There also Boy's Common Room and Girl's Common Room equipped with materials of indoor games like Table Tennis and Carom.

**Career Counseling & Guidance Room:** There is a separate Career Counseling & Guidance room for the benefit of the students.

**Students' Hostels:** There are separate hostels for boys and girls with capacity upto 40 each.

**NSS Units & Clubs:** There are two NSS wings which have individual place in a room to keep their papers and equipment and from there they can carry out their extension activities. There are also Eco-Club and History Club having separate rooms. The History Club is in the Department of History.

**Others:** Spacious playground, cycle/vehicle shed, chawkidar quarters, Alumni Carpentry Workshop and noise-free high power generator shed & solar power installation site.

4.1.2 Does the College have a policy for creation and enhancement of infrastructure in order to promote a good teaching-learning environment? If yes, mention a few recent initiatives.

The policy of the institution for creation and enhancement of infrastructure to facilitate effective teaching and learning is chalked out by the Academic Committee of the College in consultation with IQAC and the Infra-structure Development Committee. Keeping in view the current dynamics of effective teaching and learning and demands of new courses, the College makes a policy to create and enhance new infrastructure. The policy so decided has been sent to the Governing Body for approval, and for onward submission to the State Govt. Accordingly, the State Govt. has submitted the necessary project to the NEC (North East Council) as a State Govt. Project which must be materialised at the earliest.

As our policy is ICT based teaching-learning, we installed 15 units of NMEICT in 2010. However, all the connections have been destroyed during recent road expansion of the National Highway and no reconnection is made as yet. After this, Wi-max was installed which could not give our desired performance and therefore, we have started to connect all the Departments through LAN. Now, the Principal's office, Administrative office, IQAC office, Controller of Examination office and College Central Library have been connected through LAN and we are in progress to connect all the departments also. Here, it may be mentioned that "if there is a will there is a way" because the Reliance Company has started to give internet and campus wi-fi as a National scheme, which is likely to be completed very soon.

- The INFLIBNET has been installed in the College Central Library.
- The College has provided every department one desk top with printer and one lap- top to enable ICT teaching-learning.
- To enable ICT teaching-learning, portable projectors are made readily available to all the departments.
- 4 Desk tops along with 2 Master computers with a Sony Brava TV monitor are made available in the College Central Library for using by the learners as and when required to enhance their knowledge.
- 2 Smart boards are installed, one in the Conference Hall and the other in the Language Lab.
- 30 Desk tops with LAN facility are in the Computer learning Centre.
- A modern Biotech Lab has been established for the Institutional Biotech Hub under the sponsorship of DBT, Govt. of India, considering seriously the prospects of research in Biotechnology, which is an emerging technology of the world, as a future policy of the institution.
- An Environment Radiation Dosimetry has been set up under AERB, Mumbai.
- As ICT teaching-learning needs uninterrupted power supply, the institution has installed a 9 kVA solar power plant, one 25 kVA generator and one 15 kVA generator.

4.1.3 Does the College provide all departments with facilities like office room, common room, separate rest rooms for women students and staff?

During the last five years the Infrastructure Development Committee made tremendous effort to create a student friendly infrastructure.

**Facilities for curricular and co-curricular activities:** classrooms, IT enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, specialized facilities and equipment for

teaching, learning and research etc.

**Classrooms:** There are 24 class rooms (total area 12,9,920 sq. ft.) apart from the departmental office rooms, seminar, libraries, laboratories and computer class rooms.

**Laboratories:** There are 22 rooms of 8 Laboratories for Anthropology, Education, Geography, English, Physics, Chemistry, Botany and Zoology. The laboratories are upgraded with advanced equipments and have given enough space to carry out practical classes effectively.

**Biotech research centre:** The College has developed a biotech hub from December, 2011. Funded by DBT, Ministry of Science and Technology, New Delhi, the centre is equipped with advanced laboratory.

**Botanical garden:** The Department of Botany maintains botanical garden in the campus. The Echo-Park in front of the Administrative Block has also been a recreational centre.

**Departmental Library:** Besides the Central Library, all the 13 Departments have departmental libraries of their own with sufficient number of text books and reference books and journals on the concerned subjects for ready reference.

**Separate Rooms for women:** There are separate wash room, toilet, and common room for working ladies and girl students.

4.1.4 How does the College ensure that the infrastructure facilities meet the requirements of students/staff with disabilities?

Differently abled students opt for subjects without practical class/ fieldwork. So, the existing infrastructure facilities meet their requirements.

4.1.5 How does the College cater to the residential requirements of students? Mention

\* Capacity of the hostels and occupancy:

Men's hostel-(a) capacity: 35, (b) occupancy: 19

Women's hostel-(a) capacity: 40, (b) occupancy: nil

\* Recreational facilities in hostel/s like gymnasium, yoga center, etc.:

Indoor & outdoor games and physique equipment are facilitated.

\* Broadband connectivity / wi-fi facility in hostel/s.: Such facility is provided.

4.1.6 How does the College cope with the health related support services for its students, faculty and non-teaching staff on the campus and beyond?

**Health Centre:** A Govt. Dispensary is situated adjacent to the College. It provides all the required facilities.



4.1.7 What special facilities are made available on the campus to promote interest in sports and cultural events?

**Extra-curricular activities** – Sports, outdoor and indoor games, gymnasium, auditorium, NSS, social & cultural activities, public speaking, communication skill development, yoga, health and hygiene etc.

**The College Gymnasium** repletes with facilities like Multigym, Treadmills, exer-bikes, Umbra plate and weight training materials.

**Outdoor games & sports:** A number of games & sports particularly football , volley ball, cricket, kabadi, kho-kho , javelin throw, discus throw, race etc. are played in the college playground. The college playground is also used by the neighbourhood as their play fields. Cricket tournaments are also held in our playground by the different organisations.

**Indoor Stadium:** The College has a well-equipped indoor stadium constructed under UGC grant. Here students are given facilities which include indoor games, gymnastics and other physical exercises. Carom, badminton, table tennis and chess are played in the stadium.

**Swimming pool:** A swimming pool providing modern swimming facilities to enhance aquatic sports activities of the students is completed.

## 4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

The College has a Library Advisory Committee comprising the following:

1. the Principal as chairman,
2. the Librarian as convenor,
3. Members: two senior teachers (one each from Arts & Science faculties),
4. one external Member, and
5. Coordinator of IQAC.

The Committee considers development proposals of the library and budget allocations and policy decisions. It also provides directions for a structured and balanced growth of the library and to provide improved facilities and innovative services. Allocation and utilization of funds and introduction of developmental programs and requirements of the users are addressed and approved by the Library Advisory Committee. The Committee makes sincere efforts to mobilize resources from the donors and philanthropists.

Initiatives implemented by the committee to render the library, student/user friendly:

- The area of the Library has been extended for book stacking purpose.
- Accession Numbering System & Cataloguing of all books and journals have been completed.
- The library automation is partly completed.
- User friendly Multi-Digit Alpha Numeric Decimal based numbering system according to the latest 22<sup>nd</sup> edition of Dewey System has been introduced.

- Local Area Network (LAN) using INFLIBNET facility has been provided.
- About 7000 different books have been added during the last four years.
- There are total four computers. One is a server for internal LAN for INFLIBNET software and online public access in the library.
- Photocopier and printing facilities are made available.
- It also has Reference facility.
- Software required for access have been procured and installed in the main server to make the library accessible by all users.
- Information on Competitive Examinations is the unique facilities for career planning and development programs.
- Online search and full text e-journals provided are being made available.

4.2.2 Provide details of the following:

- Total area of the library: (287.44m<sup>2</sup>)
- Total seating capacity: capacity.60 seating
- Working hours- i. on working days: 7 hours  
ii. on holidays: 5 hours  
iii. before examination days: 8 hours  
iv. during examination days: 8 hours  
v. during vacation: 5 hours
- Layout of the library- i. individual reading carrels: there are reading sections, but no individual cubics.  
ii. lounge area for browsing & relaxed reading: yes.  
iii. IT zone for accessing e-resources: yes.

\* Access to the premises through prominent display of clearly laid out floor plan: properly maintained.

- adequate signage: yes.
- fire alarm: fire extinguisher placed.
- access to differently abled users and mode of access to collection: They are properly guided for easy access. They are also provided soft copy through their pendrive/data card.

4.2.3 Give details on the library holdings

**Total No.**

a) Print (Books, back volumes and thesis):

13215

Category	Titles	Volumes
Text books	2128	3647
Reference books	2546	5408
Others	2100	4160
Total =	6774	13215

- b) Non Print (Microfiche, AV): nil
- c) Electronic (e-books, e-Journals): 24
- d) Special collection(eg.Text book, Reference books, standards, patents):3000 approx.

The library has evolved a system to ensure purchase and use of current titles, important journals etc. The teachers put up their demand for the latest material, the principal recommends it and quotations and catalogues are invited from the publishers at the beginning of the year. Sometimes, teams of teachers are even sent to publishing houses or book fairs to procure new books. Individual publications (including staff of the college) are also directly purchased as reference and standard books when the authors personally visit the College with some copies.

Library holdings	Year -1		Year -2		Year -3		Year -4	
	Num ber	cost (in Rs.)	Num ber	cost (in Rs.)	Num ber	cost (in Rs.)	Num ber	cost (in Rs.)
Text & reference books	922	181,000	1389	510,000	263	216,000	688	195,000
Journals/ periodicals	2	5000	2	5000	4	8055	4	8600
e-resources	...	....	....	.....	12	6300	12	6300
Any other:	5	6600	5	6600	5	7500	5	7500

#### 4.2.4 What tools does the library deploy to provide access to the collection?

- \* OPAC (Online Public Access Catalogue): Yes, more than 60 logins to OPEC daily but, it is not in the library, as wi-fi is available within the campus logins are done departmentally/personally.
- \* Electronic Resource Management package for e-journals: Yes, but departmentally.
- \* Federated searching tools to search articles in multiple databases: No such tool has been deployed.
- \* Library Website: There is no separate Library website.
- \* In-house/remote access to e-publications: INFLIBNET

#### 4.2.5 To what extent is the ICT deployed in the library?

- \* Library automation: Library semi automation has been done.
- \* Total number of computers for public access: 4
- \* Total numbers of printers for public access: 1
- \* Internet band width/speed: 1 gb (GB)

- \* Institutional Repository: yes.
- \* Content management system for e-learning: yes
- \* Participation in Resource sharing networks/consortia (like Inffibnet): INFLIBNET

4.2.6 Provide details on the following items: (2014-2015)

- ★ Average number of walk-ins: 110 daily
- ★ Average number of books issued/returned : 40 daily
- ★ Ratio of library books to students enrolled: 17:1(Total no. of books in the Library 13215).
- ★ Average number of books added during last three years: 1210
- ★ Average number of login to OPAC: 60
- ★ Average number of login to e-resources: 10
- ★ Average No. of e-resources downloaded /printed: 20
- ★ Number of information literacy trainings Organized: 2 (two)

**4.2.7 Give details of the specialized services provided by the library**

- ★ Manuscripts: The College doesn't provide this service.
- ★ Reference: The College provides this service.
- ★ Reprography: The College provides this service.
- ★ ILL (Inter Library Loan Service): The College doesn't provide this service.
- ★ Information deployment and notification: The College provides this service.
- ★ OPAC (Online Public Access Catalogue): Yes, more than 60 logins to OPEC daily but, it is not in the library, as wi-fi is available within the campus logins are done departmentally/personally.
- ★ Internet access: facility provided and utilised not only in the Library but also in the Departments and the Office.
- ★ Download: The College provides this service.
- ★ Printouts: The College provides this service.
- ★ Reading list/ Bibliography compilation: The College provides Reading list only.
- ★ In-house/remote access to e-resources: The College provides this service.
- ★ User Orientation: User guiding information is displayed at the entrance of the Library. The users are regulated according to the rules of the Library displayed. New entrants reading in Semester-1 of the College are given orientation.
- ★ Assistance in searching Databases: This assistance is provided.
- ★ INFLIBNET/IUC facilities: Iflibnet facility is provided.

4.2.8 Provide details on the annual library budget and the amount spent for purchasing new books and journals.

The College has no separate annual budget for Library. It is reflected in the proposed budget of the College.

The following is the detail of the amount spent during the last four years for the specified library holdings of the College.

Library holdings	Year -1		Year -2		Year -3		Year -4	
	Num ber	cost (in Rs.)	Num ber	cost (in Rs.)	Num ber	cost (in Rs.)	Num ber	cost (in Rs.)
Text & reference books	922	181,000	1389	510,000	263	216,000	688	195,000
Journals/ periodicals	2	5044	3	5000	31	38055	9	8600
e-resources	...	....	....	.....	12	6300	12	6300
Any other:	5	6600	5	6600	5	7500	5	7500

4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services.

Yes, the library gets the oral and informal feedback from its users in the form of complaints, suggestions and recommendations. Remarks of the Visitor Register are also sources of feedback. The Library Committee analyses these complaints & suggestions and forwards them to the Principal for appropriate action. Such feedback is used for rendering the library student/user friendly one.

The support provided by the Library staff to the students and teachers of the college is in the form of:

- ★ Providing computers, internet & reprographic facility.
- ★ Helping readers to trace the books.
- ★ Providing reading room for students & a separate study table for staff.
- ★ Keeping daily newspapers in a separate section.
- ★ Display of new arrivals encouraging readers to use them.
- ★ Informing the new arrivals to the Departments.
- ★ Keeping copies of course syllabi, reading materials of teachers, previous question papers, class routines, etc. for students as well as teachers.
- ★ Arranging Library Cards and Demand Slips.

Recorded course syllabi, reading materials of teachers, class routines and other materials are provided to the blind students through memory card and audio devices.

4.2.10 List the infrastructural development of the library over the last four years.

- ★ One multitasking, A3 copier, reprographic machine replaced HP 2 in 1 printer.
- ★ Three computers with internet facility were installed for Library staff and users.
- ★ One Sony Bravia LCD TV with master computer and projector was installed for the benefit of users.

- ★ INFLIBNET facility provided.
- ★ Library automation started.
- ★ Four reading tables and iron shelves were added.
- ★ The area of the Library has been extended for book stacking purpose.

4.2.11 Did the library organize workshop/s for students, teachers, non-teaching staff of the College to facilitate better Library usage?

Library users are given information literacy training. Newly admitted students are usually given orientation to library access. So far no workshop has been organised for the users of the College. But the Library Committee has made a proposal for organising the same in the near future.

### 4.3 IT Infrastructure

4.3.1 Does the College have a comprehensive IT policy addressing standards on IT Service Management, Information Security, Network Security, Risk Management and Software Asset Management?

Yes, the College has IT policy which addresses various aspects of management for quality sustenance and effective implementation its programmes towards realising the institutional mission objectives. It has started installing IT tools and devices, and providing knowledge and operational skills to both staff and students. As an catalytic part of the institutional policy, a curriculum IT Department at UG level, based on the needs of the day, is being developed to be incorporated in the programmes offered in the College. We are convinced that such course will help to solve IT related problems of the College.

4.3.2 Give details of the College's computing facilities (hardware and software).

- Number of systems with configuration: 56

Sl.No.	Department	Configuration	Quantity
1	Computer Centre	Assembled PC, Processor:2.40GHz PIV, Ram:128MB, HDD:40GB, CD-ROM, UPS:APC	20
2	Mathematics	Assembled PC, Processor:2.40GHz PIV, Ram:128MB, HDD:40GB, CD-ROM, UPS:APC	1
		Assembled PC, Processor:2.20GHz Core 2 Duo, Ram:512MB, HDD:160GB, DVD-Writer, UPS:APC	1
3	Physics	Assembled PC, Processor:1.40GHz PIV, Ram:128MB, HDD:40GB, CD-ROM,	1

		UPS:APC	
4	Anthropology	Assembled PC, Processor:2.20GHz Core 2 Duo, Ram:512MB, HDD:160GB, DVD-Writer, UPS:APC	1
5	Botany	Assembled PC, Processor:2.40GHz PIV, Ram:640MB, HDD:40GB, DVD-Writer+CD-ROM, UPS:APC	1
6	Chemistry	Assembled PC, Processor:2.20GHz Core 2 Duo, Ram:512MB, HDD:160GB, DVD-Writer, UPS:APC	1
7	Zoology	Assembled PC, Processor:2.20GHz Core 2 Duo, Ram:512MB, HDD:160GB, DVD-Writer, UPS:APC	1
8	Geography	Assembled PC, Processor:2.20GHz Core 2 Duo, Ram:512MB, HDD:160GB, DVD-Writer, UPS:APC	1
9	Education	Assembled PC, Processor:140GHz PIV, Ram:128MB, HDD:40GB, CD-ROM, UPS:APC	1
10	English	Assembled PC, Processor:2.40GHz Core 2 Duo, Ram:128MB, HDD:40GB, CD-ROM, UPS:APC	1
11	Economics	Assembled PC, Processor:2.20GHz Core 2 Duo, Ram:512MB, HDD:160GB, DVD-Writer, UPS:APC	1
12	Manipuri	Assembled PC, Processor:2.40GHz Core 2 Duo, Ram:128MB, HDD:40GB, CD-ROM, UPS:APC	1
13	Political Science	Assembled PC, Processor:140GHz PIV, Ram:128MB, HDD:40GB, CD-ROM, UPS:APC	1
14	History	Assembled PC, Processor:2.40GHz Core 2 Duo, Ram:128MB, HDD:40GB, CD-ROM, UPS:APC	1
15	Bio-Tech Hub	Assembled PC, Processor:2.40GHz Core 2 Duo, Ram:128MB, HDD:40GB, CD-ROM, UPS:APC	1
16	One for all Depts.	HP-PC: Intel(R) Core(TM) i3-2350 CPU @ 2.30GHz Memory: 2.00GB	13

Total number of computers in the teaching departments: 14 Desktops & 13 Laptops=27Nos. Others (Administrative office, Library, Computer Centre, Examination Cell, Laboratories, IQAC, etc.)=29 Nos. Total= 56

- Computer-student ratio (2014-15): 1:13
- Dedicated computing facility: This facility is available.
- LAN facility: This facility is available.

- Wifi facility: This facility is available.
- Propriety software / Open source softwares: Purchased and installed.
- Number of nodes/ computers with internet facility: 17
- Any other: A computer centre is created facilitating both staff and students.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The College has to provide its students with state-of-the-art educational technologies to keep pace with the advancement in IT and its application at the present time. Only the changes in teaching-learning and governance made with tools of IT will be the strategy for achieving the institutional mission. So the College has a plan for deploying and upgrading the IT infrastructure and facilities in the campus. In view of the financial and manpower limitation, the College draws up a strategy to add the tools bit by bit continuously on priority basis and renew, repair and upgradation of the existing facilities. The College has also a plan to introduce a course of IT for academic as well as institutional needs.

*f*

4.3.4 Give details on access to online teaching and learning resources and other knowledge, and information provided to the staff and students for quality teaching, learning and research.

The College has installed LAN with a High Configuration Server. Installation of server based on local area network facilitates fast flow of data across computers, internet connection in departmental computers to browse and download study materials, research papers and to easy maintenance and quick reference of various data.

Access to online teaching and learning resources and other knowledge:

- \* OPAC(Online Public Access Catalogue): more than 60 logins to OPEC daily, but it is not in the library, as wifi is available within the campus logins are done Departmentally/ personally by the faculty and the students..
- \* EMRC(Educational Multimedia Research Centre) facility also contributes to the teaching-learning experience in the College.
- \* Inlibnet(Information and Library Network) facility is provided in the Central Library.
- \* Computerization of cataloguing books with customized software and development of database of College Central Library for swift access to library database & creating digital database facilitate students & staff of the College.

4.3.5 Give details on the ICT enabled classrooms/learning spaces available within the College and how they are utilized for enhancing the quality of teaching and learning.

The College has enriched the learning experiences of their students by providing them with computer-aided teaching/ learning materials. The Conference Hall and large classrooms are installed ICT enabled Smartboards. The faculty is adequately prepared and made use of Information and



Communication Technology (ICT) optimally.

Conscious effort is also being made to invest in hardware, and to orient the faculty suitably whenever required.

Audio-Visual mode of teaching for all departments with Whiteboard, Flow Charts, Overhead Projector, LCD Projector, Laptop are encouraged.

Computers with Internet connection for all Departments and Library to facilitate both the staff and students are provided.

4.3.6 How are the faculty facilitated to prepare computer aided teaching-learning materials? What are the facilities available in the College or affiliating University for such initiatives?

To facilitate the teachers for adopting ICT added teaching-learning practices in addition to the traditional class-room lecturing and interacting accompanied, in most cases, by delivering class-notes/ study materials, the following programmes are organised besides the available facilities:

- setting up of Computer Centre for basic training and conducting hands-on training/ workshop in the College with external experts for advanced skills.
- organised One Day Orientation Programme on the use of Smart Class in the Conference Hall of the College with experts from the Hadron Tech, Imphal.
- organised One Day Workshop on Autonomous Learning with Dr. S. Gunadhor Singh, former Principal, Kanan Devi College of Teachers Education and Visiting Fellow, DMCTE and Prof.(Rtd.) L. Gyaneswor, Manipur University as external experts.
- providing one desktop and one laptop including printers facility to all the Departments for use of the faculty members.
- providing internet and source accessing facility.
- LCD Projector and other related accessories to all the Departments.
- providing Smart Board facility, etc.
- The AST of the affiliating Manipur University also provides facilities of related short term courses wherein limited number of our teachers have got opportunity to be nominated.

4.3.7 How are the computers and their accessories maintained? (AMC, etc.)

The computers and their accessories are largely maintained by the College. However, certain items such as website and software or tools are maintained annually through the Firms based on AMC (Annual Maintenance Contract). The maintenance of computers and scientific equipments is done by manufacturers or agencies under 'Annual Maintenance Contract'.

4.3.8 Does the College avail of the National Knowledge Network connectivity directly or through the affiliating University? If so, what are the services availed of?

The College avails of this facility.

4.3.9 Provide details on the provision made in the annual budget for update, deployment and maintenance of the computers in the College?

The college aims to prepare and make use of Information and Communication Technology (ICT) optimally. Conscious effort is also being made to invest in hardware, and to orient the faculty suitably whenever required.

The College has no fixed budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution. College has been adding new computers with latest configuration for the last 5 years due to manifold increase in requirements by different departments and also for administrative work. The number of computers has increased from 10 to 56 in last 5 years. More additions are forthcoming.

#### **4.4 Maintenance of Campus Facilities**

4.4.1 Does the College have an Estate Officer / designated officer for overseeing maintenance of buildings, class-rooms and laboratories? If yes, mention a few campus specific initiatives undertaken to improve the physical ambience.

The College do not have an Estate Office/designated officer for overseeing maintenance of buildings, class-rooms and laboratories. Since it is a government college, development of infrastructure is the responsibility of the state government. Yet, there is an Infrastructural Planning and Development Committee for planning and overseeing construction and maintenance of physical infrastructure (buildings, water supply, and power supply and campus development). There is a full-fledged Building Sub-Committee. This committee also supervises construction of new infrastructure facilitated under UGC schemes. It is done through tender/contract system as per norms of Government of Manipur.

Campus specific initiatives undertaken to improve the physical ambience:

- \*The College has its own a stand-by silent generator system and a solar panel.
- \*It has an Echo Demonstration Park.
- \*It maintains a Botanical Garden and a green line.
- \* It maintains a spacious playground.
- \* It maintains a swimming pool.
- \*The campus is demarcated and fenced.

4.4.2 Does the College appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained? Give details.

The College does not appoint staff for maintenance and repair. There is a Maintenance Sub-Committee under Infrastructural Planning and Development Committee. The maintenance of computers and scientific equipments is done by manufacturers or agencies under 'Annual Maintenance Contract' (AMC). Maintenance of buildings, toilets, bathrooms, staff and class rooms, service areas and equipment are done on contractual basis through various agencies.

Day to day maintenance is carried out by the Alumni Association which also runs a carpentry workshop in the College campus. The security service of the campus is also voluntarily shouldered by the Alumni Association.

***\*Any additional information regarding Infrastructure and Learning Resources, which the institution would like to include.***

The institution ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities by providing details of budget allocated during last four years.

Sl.No.	Items	2011-12	2012-13	2013-14	2014-15
a	Building	Rs. 19,5500	Rs. 7,00,000	Rs. 90,000	Rs. 8,00,000
b	Furniture	Rs. 250,000	Rs. 250,000	Rs. 150,000	Rs. 100,000
c	Equipment	Rs. 19,00,000	Rs. 10,00,000	Rs. 100,000	Rs. 11,00,000
d	Computer	Rs.35,03,418		Rs. 5,900.000	
e	Vehicle	.....	.....	.....	.....
f	Power	Rs. 45,000	Rs. 200,000	Rs. 350,000	Rs. 400,000
g	Communication including Internet	Rs. 70,000	Rs. 850,000	Rs. 110,000	Rs. 110,000
h	Office expenses	Rs. 40,000	Rs. 40,000	Rs. 40,000	Rs. 40,000

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### CRITERION V: STUDENT SUPPORT AND PROGRESSION

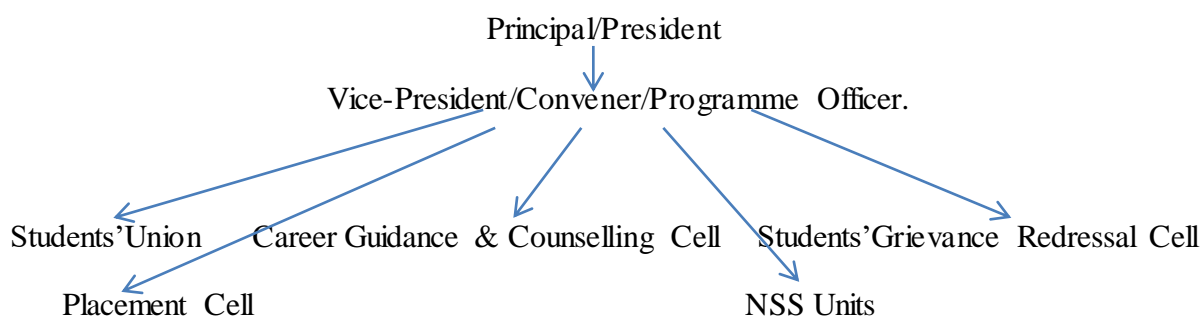
#### 5.1 Student Mentoring and Support

5.1.1 Does the College have an independent system for student support and mentoring? If, yes, what are its structural and functional characteristics?

The College has a system for student support and mentoring under the chairmanship of the Principal. The student support structure is multipronged, each carrying out its function.

Each Cell/ Unit is under the charge of a link/coordinating teacher who convenes meeting for taking decisions with approval of the Principal.

#### Student Support Structure of the College



**Students' Union:** Apart from its normal activities, the Students' Union acts as a catalytic agent for performing activities of all other Cells/ Units. It also acts as student mentor.

**Career Guidance & Counselling Cell:** It collects and displays all important information of career options to cater to the needs of the diverse students. It helps in solving students' career problems either by way of counselling or assisting to complete formalities. It arranges external guidance and counselling for the sake of students.

**Students' Grievance Redressal Cell:** It hears to students' grievances and helps in reducing/removing them.

**Placement Cell:** It arranges linkages of the College with industry, business establishments and other institutions to facilitate better placements of the students. As of now, it is yet to be functional.

**NSS Units:** There two Units of NSS in the College, each under the charge of a Programme Officer. They are doing good jobs regularly for student support and progress.

### 5.1.2 What provisions exist for academic mentoring apart from class room work?

Students are encouraged to take part in various co-and extra-curricular activities that are regularly organised by the College. There are provisions for academic mentoring apart from class room work. The teachers-in-charge of Study Groups act as mentors. They keep records on the students' involvement in the activities including library work. They keep in touch with the Study Group Leaders. There is also provision for facilitating bonus mark to students with excellence in extra-curricular and institutional activities.

5.1.3 Does the College provide personal enhancement and development schemes for students? If yes, describe techniques employed e.g., career counselling, soft skill development, etc.

**Academic counselling:** The Admission Committee conducts academic counselling at the time of entry into the College.

**Personal counselling:** Personal counselling is received by the students through teachers, Principal and other staff.

**Career counselling:** Career counselling is also handled by the Career Counselling Cell funded by UGC.

**Psycho-social counselling:** The Career Counselling Cell invites resource persons from various fields for professional as well as psychological counselling of the students.

**Soft skill development:** The College encourages innovative, creative and entrepreneurial in their approach to ensure skill development amongst the students.

Interactive sessions with faculty members and students from Hospitality and Travel Agencies, LIC of India, Imphal Branch, Career Cliniq, Guwahati and other professionals are organized to ignite the students' desire for new ventures.

Career Oriented workshops with corporate/business house are organised by the career counselling cell and NSS Wings.

Career oriented courses in mushroom cultivation; food processing and bio-informatics are opened to inculcate entrepreneurial skills and self-employability in the students.

#### **Impact of these efforts-**

Our students have been employed in public and various private sectors. Skill enhancement opportunities provided by the College paved their way for higher education and self-employment. Idea of entrepreneurship is aroused among the students.

5.1.4 Does the College publish its updated prospectus and handbook annually? If yes, what are the activities / information included / provided to students through these documents? Is there a provision for online access?

Yes, the institution publishes its updated Prospectus and Academic Calendar annually before the beginning of every session. The following information is made available to students

through these documents:

**Prospectus:** Through the Prospectus the Institution provides clear information to students about admission procedures, requirements for all programmes, combinations, the fee-structure and, financial aid, student-support services, list of faculty members, motto, vision, mission statement, thrust area of the institution, courses offered, academic calendar, students' code of conduct, proctorial rules, attendance requirement, instructional methodology, evaluation system, IQAC objectives, committees and sub-committees .

**Website:** The dynamic official institutional website [www.orientalcollege.edu.in](http://www.orientalcollege.edu.in) provides ready and relevant information to stakeholders.

**Academic Calendar:** The academic calendar highlights information regarding the regular cycle of events in the College like commencement of classes, schedule of internal assessment, extension lectures, debates, quiz, Cultural activities, etc. as well as the programmes undertaken for academic enhancement , programmes of the Career and counselling cell are also focused on.

5.1.5 Specify the type and number of scholarships / freeships given to students (UG/PG/M.Phil/Ph.D./Diploma/others in tabular form) by the College Management during the last four years. Indicate whether the financial aid was available on time.

UGC/State Govt. Scholarships / Freeships for UG students			
Years	Type of Aid	No. of Students	Amount of Aid
2011-2012	State Govt. freeship	Rs.689	Rs. 686,244
	State Govt. OBC/ST/SC/MOBC/Differently abled students' Scholarships	689	Rs.344,500
2012-2013	State Govt. freeship	497	Rs.495012
	State Govt. OBC/ST/SC/MOBC/Differently abled students' Scholarships	497	Rs.248,500
2013-2014	State Govt. freeship	471	469116
	State Govt. OBC/ST/SC/MOBC/Differently abled students' Scholarships	471	Rs. 235,500
2014-2015	State Govt. freeship	691	688236
	State Govt. OBC/ST/SC/MOBC/Differently abled students' Scholarships	691	Rs. 345,500

The financial aid was available in time. Besides, various Scholarships / Freeships under the central government and other agencies are also given and the College always encourages the students to avail of these facilities.

5.1.6 What percentage of students receives financial assistance from state government, central government and other national agencies? (e.g., Kishore Vaigyanik Protsahan Yojana (KVPY), SN Bose Fellow, etc.)

Approximately 80% of the students receive financial assistance from state government, central government and other national agencies.

5.1.7 Does the College have an International Student Cell to cater to the needs of foreign students? If so, what measures have been taken to attract foreign students?

The College does not have International Student Cell.

5.1.8 What types of support services are available for

**\*overseas students:** This support service is not available now.

**\*physically challenged/differently abled students:**

Recorded class lectures are provided to the blind students through memory cards. Writers to them are provided during examinations. Entry guidance and reservation for admission is provided. The College has a student welfare fund for needy students for books and immediate medical help.

**\*Students from SC / ST, OBC and economically weaker sections:**

Scholarship is given by the state government. Reservation in admission is provided. Freeship for tuition fees are provided.

**\*students to participate in various competitions/conferences in India and abroad:**

The College provides facilities for giving proper guidance and training to the students to participate in various competitions. New information and advertisement received by the college are kept displayed in Notice Board. Competitive books & magazines are made available in the library. Campus Wifi facility is provided. The College provides facilities for giving proper guidance and training to the students to participate in various competitions. The **History Club** offers guidance and coaching classes to aspiring students for different Government and Non-Government Services during vacation. New information and advertisement received by the college are kept displayed in Notice Board. Competitive books & magazines are made available in the library. Campus Wifi facility is provided.

**\*health centre, health insurance etc.**

The Govt. dispensary situated adjacent to the college caters to the health problems of the students & provides them with medical aid (first-aid). In case of emergencies, the patient is taken to the General Hospital or Local Nursing Homes as they prefer. The College organizes health check-ups and awareness programmes for students in collaboration with Shija Hospital and Research Centre, Langol, Imphal and the Department of Social Medicine, RIMS, Lamphel, Imphal.

**\*skill development (spoken English, computer literacy, etc.,)**

Exposure is given to Computer with net facility. Computer Centre of the college facilitates

computer literacy. ST, SC and OBC students are given DCA and other basic courses under the aegis of NGOs. Provisions for UGC – Career Oriented Courses are made available in the College (Mushroom Cultivation, Bio-informatics, Food Processing & Quality Control, Communicative & Functional English). General English course is added as foundation course. Language Lab. is opened in English Department.

**\* performance enhancement for slow learners / students who are at risk of failure and dropouts:**

Remedial classes are organized for slow learners. Bilingual technique is applied in explanations and discussions. Additional internal evaluations are arranged for them.

**\* exposure of students to other institutions of higher learning/ corporates/business houses, etc.:**

Career oriented workshops with corporate/business house are organised by the career counselling cell. Participation in seminars/workshops/awareness programmes with experts on various subjects of other institution of higher learning is encouraged. NSS Wings are regularly organising programmes in the College, and arranges for participating in various programmes conducted by the Govt./NGOs outside the College. Value-added and Honours Supportive Courses have also been added in the UG curriculum of the College.

**\* publication of student magazines:**

The College annually publishes a magazine by the students under the guidance of a professor-in-charge.

5.1.9 Does the College provide guidance / coaching classes for Civil Services, Defense Services, NET/SLET and any other competitive examinations? If yes, what is the outcome?

The College emphasises students' employment opportunity by providing required knowledge and practical and entrepreneurial skills during their course of study. Career and procedural guidance, information and study materials, coaching class and immediate financial support are given to them. Library and History Club play important role in this regard. Many passed-out students have got selected in state as well as central services.

5.1.10 Mention the policies of the College for enhancing student participation in sports and extracurricular activities through strategies such as

- \* additional academic support, flexibility in examinations
- \* special dietary requirements, sports uniform and materials
- \* any other

The College authority chalked out the policies and strategies for promoting participation of students in extra-curricular and co-curricular activities in consultation with the Sports and Physical Education teacher, NSS Units and Student Union.

The policies and strategies of the institution regarding additional academic support, flexibility in examinations, special dietary requirements, sports uniform and materials can be elucidated in the manner given below:

- Additional academic support: Certification, felicitation, special coaching classes and



- guidance, reservation in admission, remedial coaching & peer learning are properly executed.
- Exemption from the unit tests and attending classes for participants in National and International events are considered. Blind students are exempted from written internal assessment. Instead, oral test is employed for assessing them.
  - Special dietary requirements: The College provides special diet during their practice and participation in competitions. The College canteen facilitates dietary service. Sports kits with uniform & Sports Material are provided.
  - Any other: Various incentives are granted by the College.

5.1.11 Does the College have an institutionalized mechanism for placement of its students?

What services are provided to help students identify job opportunities, prepare themselves for interview, and develop entrepreneurship skills?

As of now, the College does not have an institutionalized mechanism for placement of its students. There is no provision of campus interview and selection. However, the institution grooms the students to achieve their goal. The Career and Counselling Cell of the College was established in 2009. It invited many NGOs' and experts in the field of career counselling to inspire and guide the students towards career options.

5.1.12 Give the number of students selected during campus interviews by different employers (list the employers and the number of companies who visited the campus annually for the last four years).

Does not arise.

5.1.13 Does the College have a registered Alumni association? If yes, what are its activities and contributions to the development of the College?

The College does not have a registered Alumni Association. But the institution have produced some illustrious alumni who visit the College and meet among each other in the College under the name Alumni Association formed by them.

*f* The alumni give their valuable inputs regarding improvement in the infrastructure and administration. Some of the activities and contribution of alumni to the growth/development:

- The Alumni Meet is held every year.
- Alumni are even involved in the extension programmes of the institution.
- They do minor mending and repairing of the furniture, doors, windows, roofs, etc. with sacrificing spirit. A carpentry workshop has started running by them closed to the Chawkidar's quarter.
- They assist in keeping the campus neat and clean.
- They are very generous in contributing to the cause of helping the disadvantaged.
- They used to keep vigil of the College against intruders at night.

The College is proud to have distinguished alumni like, to name a few:

N. Biren Singh, Ex-Minister, Manipur  
S. Rajen Singh, Ex-Minister, Manipur  
Kh. Loken Singh, Ex-Minister, Manipur  
M. Deben Singh, Ex-Minister, Manipur  
W.Imo Singh, Specialist in Gynaecology  
M. Rajesh Singh, Advocate  
H. Biramani Singh, Advocate  
Dr. M. Phalguni Singh, Academician  
Ng. Ratana Devi, MPS  
R.K. Khomdon Singh, MPS  
Ksh. Tejkishwar Singh, Academician

5.1.14 Does the College have a student grievance redressal cell? Give details of the nature of grievances reported and how they were redressed.

Yes. The College has a “Grievance Redressal Cell” to redress the grievances of the students. The students approach the Cell for their grievances regarding academic matters, health services, library and other services. The committee sorts out their problems promptly and judiciously. The committee also redresses the grievances of the students as and when required. As a result of this mechanism, the College has a pleasant atmosphere.

Grievances redressed during the last four years:

- Class Rooms for Arts and Science Departments repaired/ renovated.
- Cycle/vehicle parking shed repaired.
- New Room for Students’ Union with proper facilities.
- A reprographic machine installed in the Central Library.
- Computer and Internet Access for students.
- More books according to new syllabi in the central library.
- Budget allocation increased for student’s financial aid fund.
- Canteen improvement
- Improvement of toilet facilities for students
- Improvement of Drinking water facilities for students.
- Facilities for sports and indoor games.

5.1.15 Does the College have a cell and mechanism to resolve issues of sexual harassment?

The College constituted the Women Welfare Cell following the Vishaka guidelines of the Supreme Court of India, which has started its journey from 2012. However, no case of sexual harassment occurred in the institution in the last more than 20 years.

5.1.16 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Though Anti-Ragging Committee exists in the College, there is no case of ragging in the College as yet. The Anti-Ragging & Anti-Alcoholism Committee was formed with District civil and police Officers in compliance with the instruction of the Supreme Court of India.

**5.1.17** How does the College elicit the cooperation from all stakeholders to ensure overall development of the students considering the curricular and co-curricular activities, research, community orientation, etc. ?

The College elicits cooperation from all stakeholders to ensure the students overall development in the following ways:

- State Govt. higher authorities and Ministers are invited in celebrations and other functions of the College.
- Alumni Association leaders, local leaders and elected members and parents are also invited in all the institutional main occasions and sought cooperation in carrying out various extension and community orientation programmes.
- The administrative heads and subject experts of the Manipur University are consulted, and also incorporated in the Bodies, in matters of programmes and curriculum of the College.
- The UGC is our parents. The College always tries to follow its guidelines.

**5.1.18** What special schemes/mechanisms are in place to motivate students for participation in extracurricular activities such as sports, cultural events, etc?

*f* Facilities provide:

*f* The students are provided indoor and outdoor game facilities, gymnasium facilities and swimming pool. Regular programmes of extracurricular activities are reflected in the Academic Calendar. There is a teacher of Physical Education & Sports who is entrusted to look after the students playing games in the recess. Occasional programmes are organised for promotion of performing art and joga among the students.

Besides, social and cultural activities, debate and extension programmes are regularly organised by the Students' Union. Folk dance troupes, including tribal dance, are trained by paid instructors from time to time for participation in Youth Programmes/Festivals organised by Manipur University, other institutions/organisations.

Motivating schemes:

- i) Position winners are facilitated with encouraging token prizes in annual function of the College.
- ii) Winners are published in the College Prospectus and Annual Magazine.
- iii) Inter-College(State)/ Inter-University(National) participants are exempted from shortage of attendance.
- iv) There is provision for awarding bonus marks position winners.

**5.1.19** How does the College ensure participation of women in ‘intra’ and ‘inter’ institutional sports competitions and cultural activities? Provide details of sports and cultural activities in which such efforts were made?

Women are treated with equity and equality as the opposite gender. The above (criterial No. 5.1.18) applies also to women.

## 5.2 Student Progression

5.2.1 Provide details of programme-wise success rate of the College for the last four years. How does the College compare itself with the performance of other Autonomous Colleges / universities (if available)?

The students of the College got good overall pass percentage and 1<sup>st</sup> class Degree holders in almost all the streams in the University Examinations. The College also has better results in comparison not only to other institutions but also our average pass percentage is better than the University Pass percentage in B.A. and B.Sc.

Programme wise pass percentage and completion rate for the last four years:

### ★ B.Sc. programme

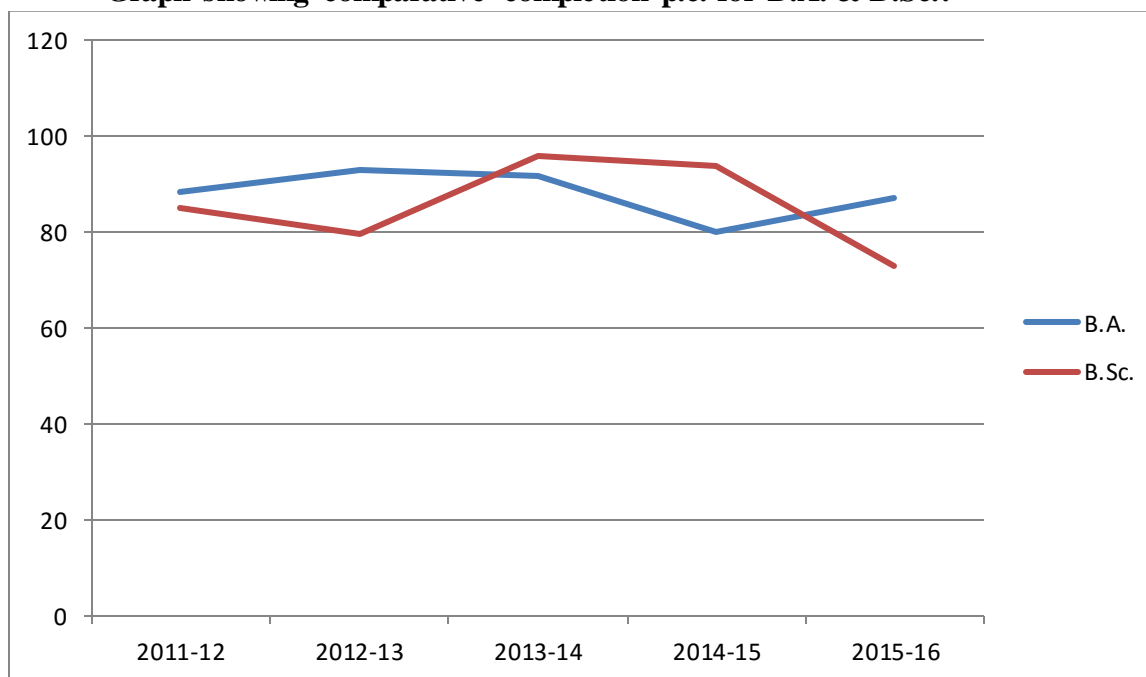
Year	No. of students appeared in Gen. & Hons.	1 <sup>st</sup> Class	2 <sup>nd</sup> Class	Pass Class	Total Passed	Pass p.c.	Overall Completion p.c.
2011-12	17(G) 4(H)	2(G) ...	10(G) 4(H)	.... ....	12(G) 4(H)	70.59 100.0	85.29
2012-13	16 (G) 35 (H)	9 (G) 1 (H)	5 (G) 23 (H)	--- 1(H)	14 (G) 25 (H)	87.60 71.42	79.51
2013-14	13 (G) 27 (H)	7 (G) 1 (H)	5 (G) 16 (H)	--- ---	12 (G) 17 (H)	92.30 100	96.15
2014-15	3 (G) 42 (H)	--- 9 (H)	3 (G) 25 (H)	--- 3 (H)	3 (G) 37 (H)	100 88.09	94.04
2015-16	--- 85 (H)	--- 10(H)	--- 52 (H)	--- ---	--- 62 (H)	--- 72.94	72.94

### ★ B.A. programme

Year	No. of students appeared in Gen. & Hons.	1 <sup>st</sup> class	2 <sup>nd</sup> class	Pass class	Total passed	Pass p.c.	Overall completion p.c.
2011-12	9(G) 13(H)	1(G) 1(H)	6(G) 7(H)	2(G) 2(H)	9(G) 10(H)	100.0 76.92	88.46
2012-13	12 (G) 35 (H)	9 (G) 30(H)	1 (G) 3(H)	1 (G) ---	11 (G) 33 (H)	91.66 94.28	92.97
2013-14	18 (G) 38 (H)	13(G) 30 (H)	2 (G) 8 (H)	--- ---	15 (G) 38 (H)	83.33 100	91.66

2014-15	8 (G) 47 (H)	1 (G) 5 (H)	5 (G) 31 (H)	--- 4 (H)	6 (G) 40(H)	75.00 85.10	80.05
2015-16	--- 94 (H)	--- 7 (H)	--- 50 (H)	--- 25(H)	--- 82 (H)	--- 87.23	87.23

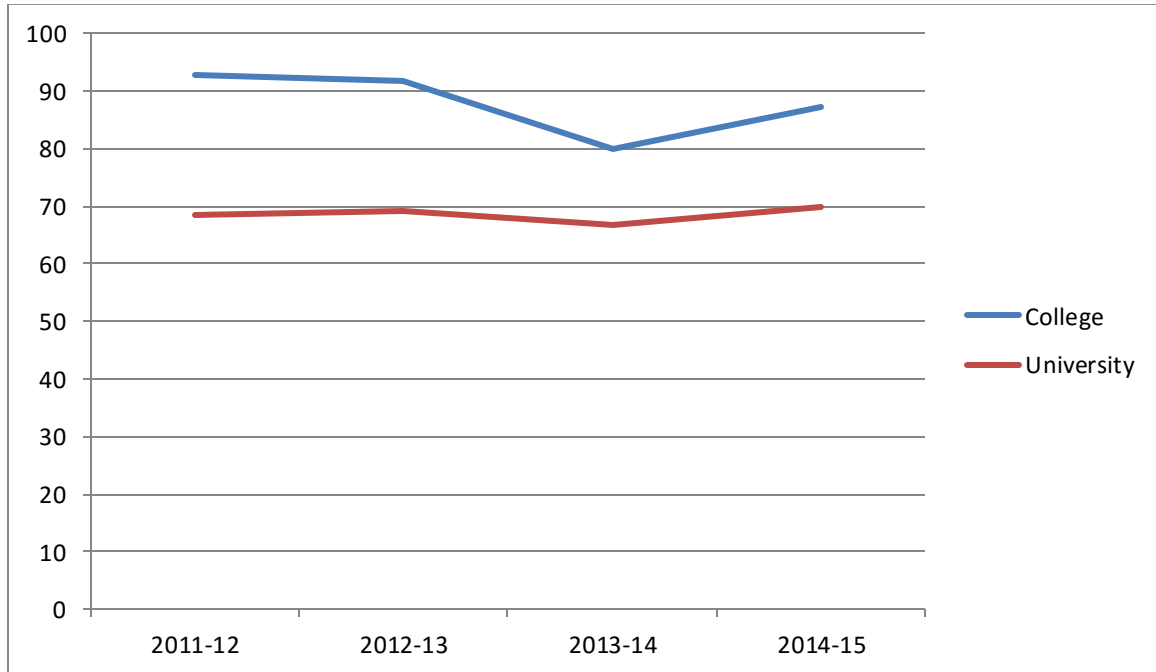
**Graph showing comparative completion p.c. for B.A. & B.Sc.:**



▪ **Comparison of the Overall Pass % of the institution & University (B.A.):**

B.A.	2011-12	2012-13	2013-14	2014-15
The College	92.97	91.66	80.05	87.27
The University	68.35	69.04	66.88	69.78

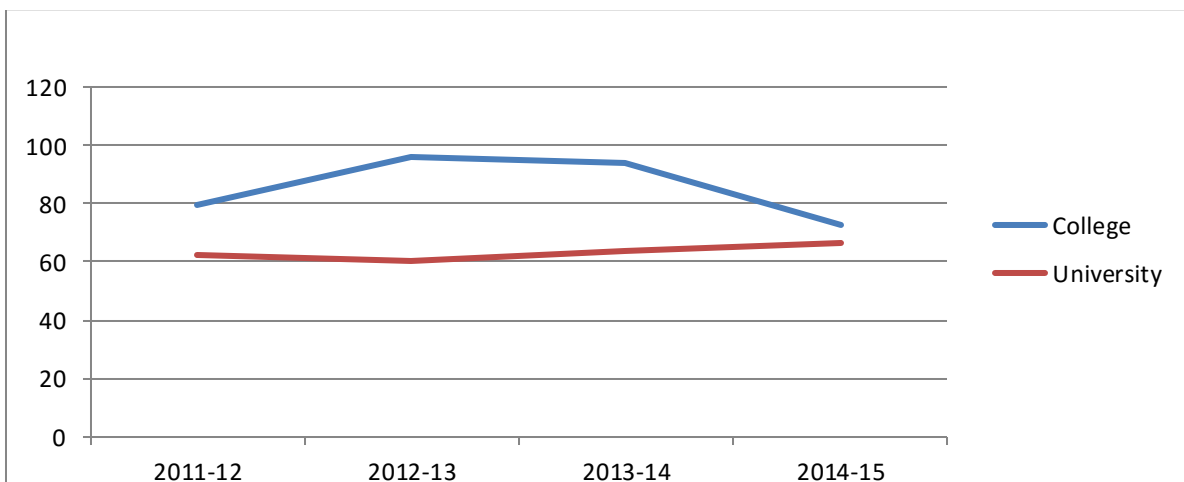
The graph of the above table given below:



▪ **Comparison of the Overall Pass % of the institution & University (B.Sc.):**

B.Sc.	2011-12	2012-13	2013-14	2014-15
The College	79.51	96.15	94.04	72.94
The University	62.58	60.65	94.04	66.72

The graph of the above table given below:



There is no other Autonomous College than ours in the state. Despite our sincere efforts, the exact programme/course wise pass percentage from other colleges within the district could not be obtained.

5.2.2 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the observed trends.

Student progression		(%)	
		B,A.	B.Sc.
UG to PG:	2011-12	26	34
	2012-13	30	32
	2013-14	28	35
	2014-15	34	43
PG to Ph.D.		NA	NA
Employment		Nil. Approx. 25-40% (Exact data not available)	
*Campus selection			
*other than campus selection			

The trends of Arts and Science streams that have been observed during last four years show a more or less gradual increase of percentage in both the streams. Many have joined service sectors, both private and public, but as this is under graduate college, students passed out do not report about the services that have joined and therefore, the exact figures are not available.

5.2.3 What is the Programme-wise completion rate/dropout rate within the time span as stipulated by the College/University?

Programme-wise dropout rate of the College during the last five years:

Year/ Program	2011-12 (%)	2012-13 (%)	2013-14 (%)	2014-15 (%)	2015-16 (%)	Average dropout rate
B.A.	11.54	7.05	8.34	19.95	12.77	11.93
B.Sc.	14.71	20.49	3.85	5.96	27.06	14.41

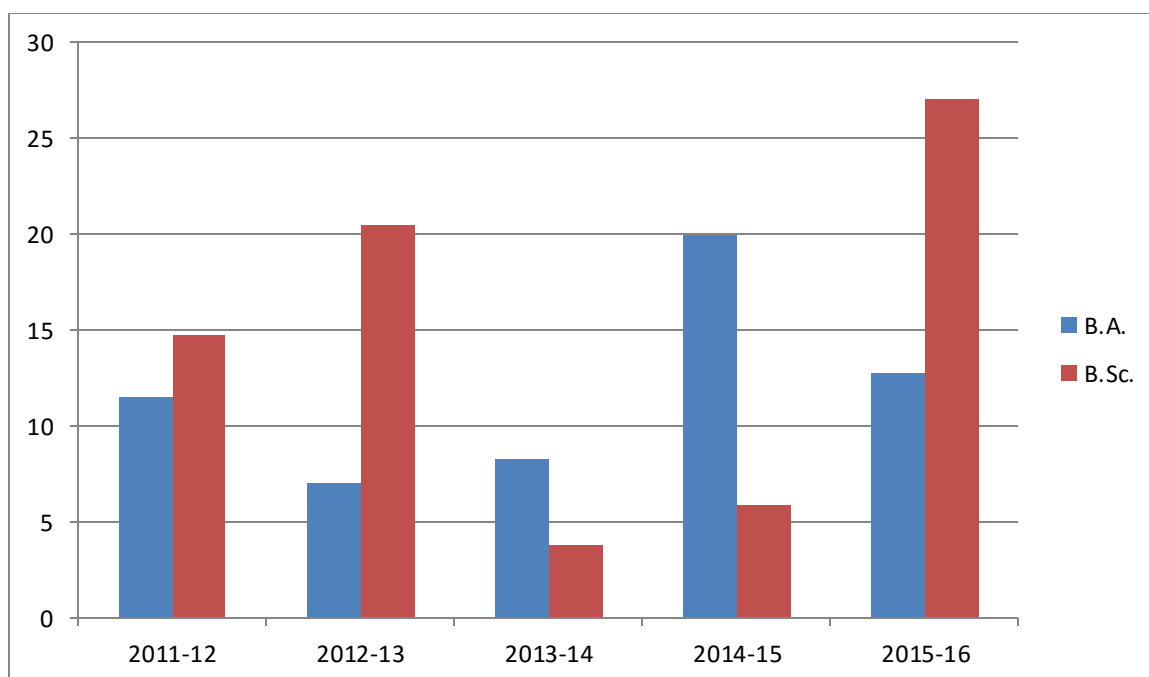


Fig: Diagramme showing student drop-out rates (in p.c.)

5.2.4 What is the number and percentage of students who appeared/qualified in examinations like UGC-CSIR-NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central / State services, Defense, Civil Services, etc.

The College does not maintain this data being a UG institution. However many are reported to have got through NET, CAT, Central and State services.

5.2.5 Provide details regarding the number of Ph.D/D.Sc./D.Litt. theses submitted, accepted, resubmitted and rejected in the last four years.

Does not arise.

### 5.3 Student Participation and Activities

5.3.1 List the range of sports and games, cultural and extracurricular activities available to students. Provide details of participation and program calendar.

#### **Cultural and Extra-curricular activities:**

**Spring/Fresher Meet:** At the beginning of the Academic Session, the Students' Union organizes for the newly admitted students and the old students.

**Co-curricular Activities:** The Students Union of the College under the guidance of Vice-President and different professors-in-charge of different secretaryships organize cultural and extra-curricular activities.



### Sports Facilities and Sports Activities:

The College has a Sports and Physical Education teacher who guides the students in various sports activities and takes care of all required sports equipment & materials. The College has a playground where Out-door games are organised. Indoor games are organized in the **Indoor Stadium** and aquatic events in the **Swimming Pool** of the College.

### The College Gymnasium:

It repletes with facilities like Multigym, Treadmills, exer-bikes, Umbra plate and weight training materials.

### Annual Sports:

The College Annual Sports Meet is held annually in the College premises. Inter-House competitions in all the events of the Meet are held. Prizes are distributed in the closing function.

### Inter-College Sports Activities:

Many students are sent regularly to participate in different inter-college tournaments organised under the Manipur University.

### Outstanding Sports Person:

Teachers encourage outstanding but needy sportspersons individually with voluntary monetary help. Special leaves are granted to enable them to participate in different competitions.

5.3.2 Provide details of the previous four years regarding the achievements of students in co-curricular, extracurricular activities and cultural activities at different levels: University / State / Zonal / National / International, etc.

The following is the table of participation of students during in the last four years at the University, state, regional, national and international meets.

Level	Game	Students participation and outcome			
		2011-12	2012-13	2013-14	2014-15
University/ State	Kho Kho	8(Team) 4 <sup>th</sup> position			
	Table-Tennis	2(team) Participated			
	Boxing(M)	3 <sup>rd</sup> position 1 student	1 <sup>st</sup> & 2 <sup>nd</sup> in diff. weights		
	Cricket(M)	12(team) Participated			
	Judo(W)	1 <sup>st</sup> position			
	Best Physique (M)		1 <sup>st</sup> position	2 <sup>nd</sup> position	

	Power Lifting (M)				1 <sup>st</sup> position
	Body Building(M)				Participated
	Weight Lifting				1 <sup>st</sup> position (individual)
	Football(M)			14(team) Participated	
National/ Inter- University	Best Physique(M)		individual Participated		
	Judo(W)		individual 4 <sup>th</sup> position		
	Bench Press Championship		individual 4 <sup>th</sup> position		

5.3.3 How often does the College collect feedback from students for improving the support services? How is the feedback used?

The feedback format used in the College contains queries about the support services provided. The feedback is collected at the end of annual examination. These are analysed and used for improving the support services in future.

5.3.4 Does the College have a mechanism to seek and use data and feedback from its graduates and employers, to improve the growth and development of the College?

The College usually seeks feedback from its passed-out graduates as well as higher authorities of Education Department of the state while meeting with them inside and outside of the College. These are considered seriously and tried to incorporate in the policy and plans for improving the growth and development of the College.

5.3.5 How does the College involve and encourage students to publish materials like catalogues, wall magazines, College magazine, and other material? List the major publications/materials brought out by the students during the previous academic session.

The institution involves and encourages students to publish its annual magazine named ‘The Oriental College Magazine’.

5.3.6 Does the College have a Student Council or any similar body? Give details on its constitution, major activities and funding.

The College has a students’ union named “Oriental College Students’ Union”.

**Constitution:** The statute laid down by the Directorate of University and Higher Education, Govt. of Manipur is strictly followed by the students’ union.

**Major activities:** The Students’ Union is an active and constructive body in the College managed democratically by the students themselves. They organize a spectrum of activities ranging from

curricular & extra-curricular to welfare and development activities.

**Funding:** Fund is raised by the students themselves as annual fees collected by the College at the time of admission. Most of the financial requirements of the students' union are met by the college and the Government. The budgetary allocations for annual activities of the Students Union are made at the beginning of each financial year.

5.3.7 Give details of various academic and administrative bodies that have student representatives on them. Provide details of their activities.

There is a student representative in certain academic and administrative bodies and also in every extension unit of the College for institutional development, quality sustenance & quality enhancement. The institution encourages participation of the students in all development activities including planning and implementation. The following bodies have student representatives:

1. Echo Club of the College
2. Anti-Rigging & Anti-Alcoholism Committee of the College
3. Women Cell of the College
4. Student Grievance Redressal Cell
5. Magazine Publication Sub-Committee
6. Extra-Curricular Committee

Some of the activities commonly observed are:

- They actively involve in campus cleanliness and social service.
- They help to keep the College echo-friendly.
- They organised Freshers' Meet, annual cultural meet and other extra-curricular regular activities.
- They help in maintaining banned and intoxicating substances free campus.
- They help in persuading the Govt. authority for providing the required infrastructure and staff of the College.
- They support in keeping a sound academic atmosphere.
- They help the College authority ensuring regularity and punctuality of the teachers by lodging complains against teachers who fail to keep it.

***Any additional information regarding Student Support and Progression, which the institution would like to include.***

1. Special support provided to students who are at risk of failure and drop out by the College:
  - Converse with them to understand their main problems and give suggestions for overcoming the same.
  - Extend immediate financial constraints so that the students they can clear defaults if any.
  - Give extra-remedial classes.
  - Reading materials are provided.
  - Last date of clearing examination or other fees so that they may not miss final examination.

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 Institutional Vision and Leadership

##### 6.1.1 State the vision and mission of the College.

The vision and mission statements of the College:

##### Vision

- \* Enhancement of quality, sustainable in continuity.
- \* Transformation of the acquired knowledge into productive activities to cater to emerging local needs without compromising with traditional and cultural values.
- \* Participation in the developmental process of the nation at par with emerging global scenario.

##### Mission

- \* To impart and spread knowledge through higher education to the learners coming from the economically backward families.
- \* To establish a centre of excellence in education by creating a good academic atmosphere.
- \* To produce graduates of global competency in the context of local needs.
- \* To provide the changing needs of the academic scenario.
- \* To fulfil personal, societal & national needs of the stakeholders.

##### 6.1.2 Does the mission statement define the College's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, College's traditions and value orientations, vision for the future, etc.?

In the mission statement the College promised to perform some distinctive jobs in its course of functions for a partial fulfilment to the needs of the society. The institution provides special attention to the students belonging to economically backward (BPL) families at the time of admission in such a way that no such students who applied for admission is left out from the College admission. The institution maintains transparency and accountability in administration and academic matters. A dynamic good academic culture is also maintained in order to hold up a mirror to society where the College is viewed as provider of educational services and to serve society well in a great many ways so that the institution, administrator, faculty, staff do receive the level of recognition, support and appreciation one would expect and hope for.

The logic of this mission statement suggests that college faculty and staff would be resolute in their efforts to determine whether graduates leave this institution with the disciplinary knowledge, skill, and competencies that are appropriate for workplace effectiveness and leadership.

Traditionally the staff and faculty members established a work culture within the college campus in the interest of the students and they feel happy on the success of the students. A good relationship between the teachers and students prevails in the institution. The orientation of the College is to produce qualified good citizens of the nation.

The future vision of the College is to make it to be liked by all as a centre of learning of higher education in quality.

#### 6.1.3 How is the leadership involved in

- \* ensuring the organization's management system development, implementation and continuous improvement
- \* interaction with stakeholders
- \* reinforcing culture of excellence
- \* identifying needs and championing organizational development (OD)?

The Principal is the leader within the campus of the college and the Governing Body is the top leadership for management system, implementation and continuous improvement of the college. The leadership's involvements in for different activities of the college are as follows:

- \* **ensuring the organization's management system development, implementation and continuous improvement.**

The Principal involves as in all affairs of the college management system for development, implementation and continuous improvement. He also involves in the **Fourth Court under Section 22(1) read with Amended Statute 10(5) of the Manipur University Act, 2005** as a nominated member, and also represents as a Government nominee member in the Book Purchasing Committee of the Directorate of University & Higher Education, Government of Manipur. He involves in all Statutory and Non- Statutory Committees of the college as member secretary and/or chairperson.

The Principal monitors the working of the official staff for maintaining transparency and accountability in the management of financial as well as academic matters in accordance with the rules & regulations under GFR,2005 and UGC respectively. He calls monthly official staff meeting, checks/verifies all financial matters and introduces steps if necessary for further improvement. The Principal also timely intimates necessary information to the concerned higher authorities in matters of management and development of the institution.

Departmental teaching plans including time schedules are prepared by Board of Studies of academic departments before the beginning of each session and the Principal calls meetings of the Head of Departments at regular intervals to discuss whether the departments fully exercise the prescribed plans according to the academic calendar and class time table) and for solution if there be any loopholes. Before the implementation of autonomous system the College conducts the assessments of the students at regular intervals through non-credit internal tests, pre- final

examinations, seminars and assignments. After the implementation of autonomous system the College conducts credit allotted Continuous Internal Assessment(CIA) through unit tests, assignments, project work, group discussion and quiz. The Principal in coordination with Examination Cell (EC) of the college monitors for maintaining transparency, accountability, responsibility, free and fair execution of the CIA system. A systematic feedback from the students is received every year and the feedback data are analyzed and used for the redressal of the grievances of the students. The college is now introducing a new mechanism to collect the feedbacks of the students by the Deans for every month so as to enable to resolve the grievances facing by the students in time. The implementation of action plans is monitored through periodical review meetings chaired the Principal; representatives of the students also participate in the important meetings to offer their suggestions for the development of College.

**\* interaction with stakeholders**

The main stakeholders of the College are the State Government, Manipur University(affiliating university), the parents of the student, the Alumni Association, the UGC and local community. The Principal is always in touch with Directorate Office, Government of Manipur. Important matters of the Institution are brought to the knowledge of the Director and the Principal have interactions with the Directorate Office. The Principal have interactions with the Registrar, Controller of Examinations, Director of College Development Council and Vice-Chancellor of Manipur University frequently about college matters. The Principal attended interface meetings at UGC North Eastern Regional Office, Guwahati and at UGC Head Office, New Delhi for College matters.

In the annual induction meeting of the new comer students the Principal of the college takes the chair and also conducts an interaction programme with the parents of the student thereby informs them the college's mechanisms for having interaction with the college authority. Also regular interactions and meetings with the stakeholders are ensured through Governing Body, Academic Council meetings, Parent-Teacher Association, alumni meet and various committee meetings, etc. The institution involves the stakeholders in the overall development activities of the College. The SMS information system is strictly followed in the college when the stakeholders, parents are required to meet the authority of the college periodically on demand.

**\* reinforcing culture of excellence**

The college maintains semester-wise feedbacks from concerned stakeholders and the suggestions, for further improvement of the mechanisms for excellence in the areas of admission process, teaching-learning and evaluation and extension activities of the college, given by different committees in the meetings conveyed by the college. The leadership minutely discussed the problems and appropriate steps and actions are taken up in reinforcing culture of excellence of the college.

**\* identifying needs and championing organizational development (OD).**

The leadership exercises its power and functions in the organizational development of the

institution. It monitors the progress and process of the institution and collects and receives documented information concerning the needs from different organs of the college through the head of the institution. The leadership physically identifies the needs and optimally solved problems for maintaining champion of organizational development of the college.

6.1.3 Were any of the senior leadership positions of the College vacant for more than a year? If so, indicate the reasons.

The position of UGC Nominee is lying vacant because the UGC has not yet been nominated its representative to the Governing Body of the college.

6.1.4 Does the College ensure that all positions in its various statutory bodies are filled and conduct of meetings at the stipulated intervals?

All positions in various statutory bodies of the college are filled except one UGC nominee in the Governing Body(GB). The list of members of Governing Body, Academic Council, Boards of Studies and Finance Committee can be seen in Annexure-I, Annexure-II, Annexure-III and Annexure-IV respectively enclosed in the SSR.

Meetings of the statutory bodies were conducted at the stipulated intervals (i. e. twice in a year). In the month October for every year the Boards of Studies conducted meetings and submitted their resolutions to the Academic Council. The Academic Council discussed the various proposals submitted by the Boards of Studies in its meeting held during pre-session of odd semesters and submitted its resolutions to the Governing Body for its final approval. The meeting of the Finance Committee was also conducted in the stipulated time and submitted its recommendations to the Governing Body for its final approval. The decision of the Governing Body is final and all decisions taken by the GB are implemented in the college.

6.1.5 Does the College promote a culture of participative management? If yes, indicate the levels of participative management.

The college provides and promotes a culture of participative management. The faculty members of a department constitute the members of the Board of Studies of that department and the head of the department is the chairperson. All heads of departments and three senior teachers represent in the Academic Council as members among which one represents as member secretary. Two senior teachers represent in the Governing Body as members. The members of Admission committee, Examination cell, Academic committee, Planning committee, Research and extension committee, Examination Committee, 8(eight) members of IQAC Controller of examinations, Coordinator of IQAC, Deans of Arts and Science faculties, Warden etc. are the teachers of the college. The Oriental College Teacher Association (OCTA) and representatives of College Students' Union also participated in management system of the college. Participation of students, teachers, staff and alumni members in college activities is a culture of the institution.

6.1.7 Give details of the academic and administrative leadership provided by the University to the College?

The details of the academic leadership provided by the Manipur University are

1. Prof. M. Ranjit Singh, Department of Mathematics, Manipur University, Canchipur, Imphal- 793013.
2. Prof. Kh. Kunjo Singh, Department of English, Manipur University, Canchipur, Imphal-795013.
3. Prof. G.P. Prasain, Department of Commerce, Manipur University, Canchipur, Imphal-795013.

The details of the administrative leadership provided by the Manipur University are

1. Prof. Ng. Nimai Singh, Department of Physics, Manipur University, Canchipur, Imphal -795013.

6.1.8 How does the College groom the leadership at various levels? The college grooms leadership at the following levels:

**Staff Level:** The Principal plays a main role in the administration and the management of the institution. He is the sole controller of academic and non-academic activities. As the leadership does not directly interfere the Principal's administration, he acts as leadership for the administration of the Institution. In the same way the Principal gives freedom to the HODs to act as leadership in their departments. The teaching faculty members are given freedom to convene and conduct departmental meetings at various levels inviting experts from University level and State level. Some of the faculty members are assigned to work as convenors for various committees and the NSS Programme Officers are allowed to take individual decisions for the conduct of programmes. These members develop themselves the spirit of leadership at various levels.

**Student Level:** Students' Union is formed through election and Vice President is nominated by the Principal. All classes for Arts and Science streams are having student representatives who are helpful in organizing and conducting functions and activities in the college. Student leadership is groomed through NSS, Swatch Bharat Mission Programme, Social service, and co-curricular activities of the College. The students are encouraged to participate in literary functions, inter college tournaments and programmes. Every department of the institution has students' study groups and each study group has a group leader who assists class teachers in academic activities. The College provides the provision to attach to other sister college(s) that opened NCC programme in order to facilitate our students to join NCC programme. Students are also motivated the leadership qualities in career counselling and group discussion sessions.

**Non Teaching Level:** The college office is controlled by the Principal assisted by a head clerk, an accountant, clerks and peons. The head clerk supervises the other staff in their office duties. Each staff member is motivated himself or herself as a responsible person of the assigned duty or duties in the college. In the departments of the college there are also non-teaching staff. The non-teaching staff members constitute an association with a convenor. Thus, at every level the college provided systems for grooming leadership in its community.

6.1.9 Has the College evolved any strategy for knowledge management? If yes, give details.



As knowledge management has already been embraced as a source of solutions to the problems of today's higher education, the institution has evolved strategy for knowledge management (KM).

Knowledge management is hard to define simply and precisely but we define it as an educational activity with two primary aspects:

- # treating the knowledge component of higher educational activities as an explicit concern of higher education reflected in strategy, policy, and practice at all levels of the college,
- # making direct connection between the college's intellectual assets-both recorded (explicit) and personal know-how (tacit), and positive higher educational results.

In the process of knowledge management the college has given emphasis on the improvement of tools and techniques for gathering and transferring knowledge.

The college uses internet, intranet, library and information science, technical writing, document management as mechanisms for knowledge management. A Wi-Fi internet system has been installed activating within the campus of the college. An Infibnet internet system has also been activated in the college Central Library and facilitated the community of the college. The Atomic Energy Regulatory Board (AERB), Mumbai and Department of Bio-Technology(DBT), Ministry of Human Resource Development, Govt. of India are keeping in touch for sharing knowledge in research areas. The institution also focuses on innovation and creativity together with leveraging existing explicit resources or making working knowledge explicit.

6.1.10 How are the following values reflected in various functions of the College? The various functions and strategies undertaken by the college that can reflect the following values are as follows:

- \* Contributing to national development

In course various functions right from the process of admission the college provides equal opportunity to all the students irrespective of gender, cast or creed and aims to increase number of students as far as possible. Any student coming from Below Poverty Line(BPL) family is allowed to admit in the college

- \* Fostering global competencies among students

Innovative practices in teaching learning process have been introduced. Interactive teaching learning and autonomous learning techniques have been introduced and in evaluation the Continuous Internal Assessment (CIA) followed by Semester End Examination systems have introduced. In curriculum non-credit value added courses, COC and honours supported courses have been introduced. Strategies to establish collaborations with industries have been initiated, e.g. the college in collaboration with Salai Holdings Private Limited organised an International Seminar cum Workshop at college premises from 22-26 October, 2016 on the topic "International Bamboo Conference cum Workshop". Both the parties have established a good understanding in establishing collaborative work and now, we are on process for signing MOU for the same.

\* Inculcating a value system among students

In the curriculum of the college there are topics concerning with social, cultural, economic and environmental realities at the local, national and universal levels. Extension and invited lecture programmes concerning moral values are conducted periodically. Counselling programmes focusing on the truth and righteousness values are conducted in the Counselling Cell of the college. NSS regular and special camping programmes and social service are also conducted periodically. The faculty are keen on monitoring and assessing the behavioural and attitude change of the students.

\* Promoting use of technology

The college provides DLC projectors to the departments so as to enrich the learning experience of the students. It also provides wi-fi internet facility to the campus community so as the campus community be prepared to make use of Information and Communication Technology(ICT) optimally. The college has installed its website to provide ready and access relevant information to internal and external stakeholders. Inflibnet facility has been installed in the college Central Library. The institution has taken up steps towards electronic data management systems and electronic resources and their access to the stakeholders particularly to the student community.

\* Quest for excellence

The systems introduced, implemented and followed by the institution are strictly monitored by the leader and leadership of the college. Internal assessment has been effectively carried on annually. The Steering Committee has taken assessment of the institution during the preparation of 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> AQARs' of the college. During the preparation of AQAR the Steering Committee points out the strengths and weaknesses in the teaching and learning processes of the institution and necessary steps have been taken up for overall development of the college within the constraints faced by the institution. Preparation of the Self Study Report (SSR) for NAAC Cycle-2 Assessment and Accreditation of the institution provides a golden opportunity in driving towards development of the institution into centre's of excellence.

6.1.11 Give details of the UGC autonomous review committee's recommendations and its compliance.

The recommendations of the UGC autonomous review committee supplied to the college is read as follows:

“The Committee recommends consideration of grant of Autonomous Status to Oriental College, Imphal, Manipur with effect from the academic year 2014-2015 subject to improvements in the overall infrastructure, teaching-learning-examination process and effective delivery of the career oriented courses”.

In compliance with the recommendations of the UGC autonomous review committee, the college has implemented fresh autonomous status from the academic session 2014-2015 under the conferment order from Manipur University, Canchipur, Imphal with the concurrence of the state Government. Necessary statutory bodies/council/committees and non-statutory committees have been constituted under the UGC guidelines for autonomous colleges. The Government of Manipur has taken up steps for overall improvement of infrastructure, staff strength, scientific equipments,

ICT equipments. Teaching and learning and evaluation processes are substantially innovated and improved, and 4(four) COCs' have been introduced. The college has already submitted its compliance report to the UGC and consequently, the UGC has intimated us for sending its inspection team for final conferment of autonomous status to the college.

## **6.2 Strategy Development and Deployment**

6.2.1 Does the College have a Perspective Plan for development? If so, give the aspects considered in development of policy and strategy.

- \* Teaching and learning
- \* Research and development
- \* Community engagement
- \* Human resource planning and development
- \* Industry interaction
- \* Internationalisation

The College has a perspective plan for development of policy and strategy in its activities. It considers different aspects of different activities as given below:

- \* Teaching and learning

A developed teaching and learning process will produce good outputs which is one of the goals of the College. The institution introduces several mechanisms such as semester system, autonomous teaching- learning method, ICT supported classes, examinations through Continuous Internal Evaluation/Assessment(CIE/CIA) and Semester End Evaluation in the ratio 40:60, extension lectures by outside experts, conduct of departmental seminars, field work, departmental study tour, etc., for the development of teaching-learning-examination processes.

Effective delivery of career oriented courses (COC) which is one of the aspects will facilitate our students to their self- employment opportunity after graduation from the college. The college has introduced four COCs' under the UGC funding. The institution also aims to introduce skill development courses.

- \* Research and development

The college has introduced provisions for research and development. A research committee has been constituted with the Principal as chairman to perform the following activities:

The committee encourages to get a sanction for study leave for the faculty members to undergo research work leading to Ph. D. and M. Phil, to participate and present papers in National and International conferences and seminars.

- The Committee takes initiatives to conduct faculty development programs in the college inviting experts in various fields for the benefit of the teachers.
- It encourages the staff members to undertake research projects with internal and external funding.
- The committee encourages the faculty members to publish books and research articles in the national / international journals or peer refereed journals.
- The committee also encourages the faculty members to prepare for NET/SLET examinations.

Part time and full time teachers are interested in doing research activities. The Ph. D. holders continued their research works and as a result research publications are appeared in reputed Journals. Some teachers are recognised as research guides by the Manipur University and they have produced Ph. D. students. The College provides facilities such as space, internet, library, laboratory, etc. for Ph. D. scholars. It also encourages the qualified faculty to obtain guide- ship and approval from the university to guide interested scholars.

#### \* Community engagement

The students are actively involved themselves in social and community services through National Service Scheme (NSS) of the college. The two units of NSS conduct regular activities and special camping programmes in backward and rural adopted villages for the upliftment of the villages. They conduct health programmes, Educational programmes, Social Survey, Blood donation camps. During the special camping programmes faculty members are participated in day time and local volunteers are also participated. The local people got the privilege of engagement during the extension service of the College.

#### \* Human resource planning and development

The college exercises a good culture in human resource management. The staff and faculty members are well placed according to their respective posts and well treated and they work with great job satisfaction. In the departments, the senior-most teacher among the same status acts as Head of the department and he/she takes the responsibility to assign duties to his/her colleagues in such a fashion that each teacher can exercise his/her duty at the college in conformity with working hours under prescribed UGC rules.

The students are fully engaged to their studies and related activities.

Moreover, manpower planning is decided on the basis of workload and number of available posts in each section. In case of vacancy/vacancies the Government is requested to send substitutes at the earliest. In case of urgency, temporary engagement of staff is performed by utilizing the college fund.

#### \* Industry interaction

The institution has established policy and programmes for industry interaction and visit.

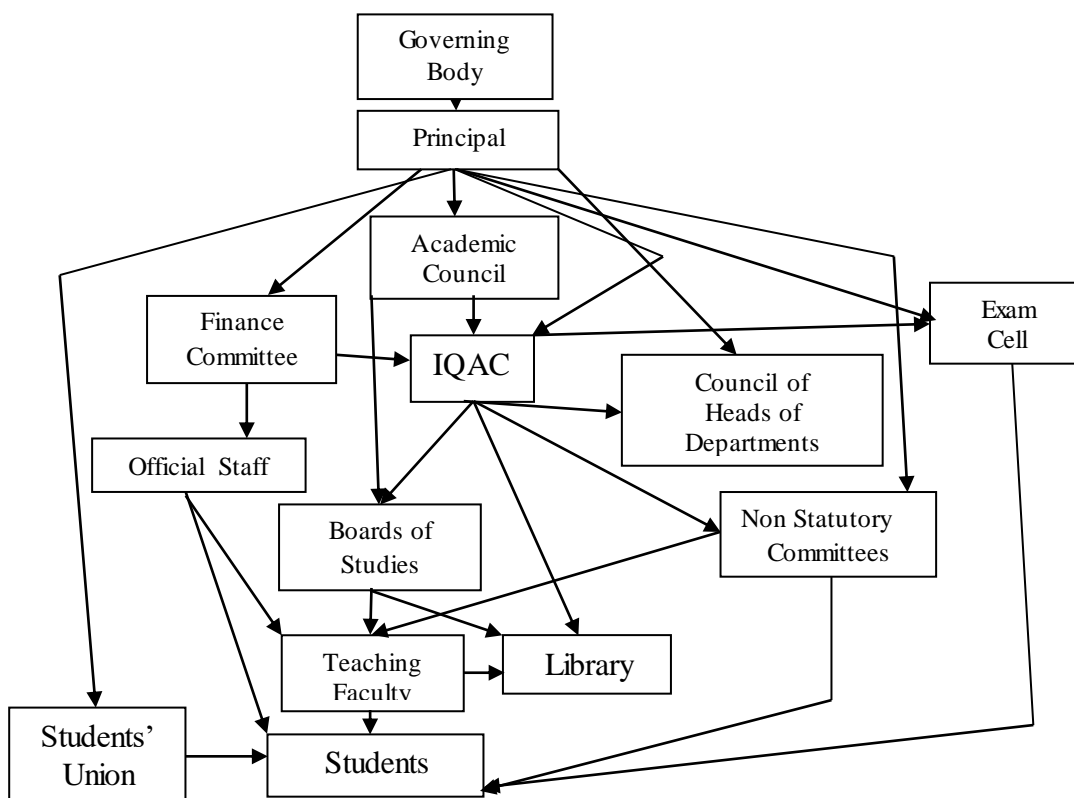
The Departments that are opening COP/COC programmes have industry interactions with industries like Salai Holdings Pvt. Limited, Kangla Food Products Pvt. Limited. The Salai Holdings Pvt. Limited extended their keen interest for placement of the COP (Mushroom Cultivation) offering students to their industry. Every department has motivated for an Industrial Visit during every academic session.

\* Internationalisation

The college targets to produce graduates of global competency in the context of local needs. It attempts to change the traditional culture of teaching - learning and evaluation, working style of the staff and faculty, behaviour of students, etc. to the national as well as international standard. Teachers are motivated to do research work distinctly and publish the research findings in the reputed international journals. In seminars organised by the institution, eminent scholars were invited. Very recently the institution has organised an international conference cum workshop and in that conference there were 8(eight) foreign delegates.

6.2.2 Enunciate the internal organizational structure of the College for decision making processes and their effectiveness.

A sequential systematic chart of internal organizational structure of the institution for decision making processes and their effectiveness can be summarised as follows:



6.2.3

.....Specify how many planned proposals were initiated/implemented, during the last four years. Give details.

Planned proposals initiated/implemented are as follows:

**Transparent admission procedure:** The institution has implemented the process of admission through entrance test with the rules and regulation of reservation policy of the State Government. In the induction meeting of the selected candidates, parents are allowed to be present. The college provides a general counselling period for the new comers before the starting of the normal classes.

**Introduction of new courses and programmes:** Semester-wisenon-credit value-added and honours supportive courses and annual 4(four) COC/COP certificate, diploma and advance diploma programmes have been introduced. The offering of COC/COP was made compulsion to the students.

**Use of ICT in teaching and learning:** All the departments have been equipped with DLC projectors and provided desktops and laptops for effective delivery of teaching and learning processes. Two smart boards have been installed for general Classes. The whole campus of the college is Wi-Fi enabled and the faculties and students can avail the internet facility during the college hours.

**College Website:** The static website of the college provided the by the State Govt. has been replaced by a dynamic one. All the relevant information of the college are made available on it.

**Infrastructural Development:** An institutional level Biotech-Hub has been established with necessary scientific equipments under DBT funding. An Indoor Stadium and a Swimming Pool have been constructed under the UGC funding. Repair and renovation of the old buildings have been sustainably carried out. Laboratory equipments have been improved substantially.

**Computerization of Library and administrative work:** The College Central Library has been enriched by installing INFLIBNET and audio visual aids in addition to procuring new standard books and journals and daily news papers. The Administrative Block has been initiated to be computerized but due to the present staff position the process is not completed yet.

**Study Circle:** The Teachers' Association of the college has organized a unique Interdisciplinary Programme and Study Circle for faculty members and students to participate and present papers in various research oriented subject matters which is supported by the college authority. The students also formed study groups to enable them to share and contribute their knowledge and skills.

**Feedback Mechanism:** The institution has introduced feedback mechanism and through it the students gave the feedback about the teaching-learning and the teachers at the end of each session. Currently, a feedback mechanism has also been introduced to collect monthly feedback by the Deans from the students for timely redressal of the grievances of the students.

**Teacher-Student Interaction:** Periodical informal interactions between the students and the concerned teachers, and between the Principal and HODs' have been encouraged and organized.

**Academic Innovation:** The college has introduced mechanisms such as remedial coaching classes, career counselling programmes, gender sensitization programmes, local service programmes through NSS, etc., to improve academics as well as moral excellence among students.

6.2.3 Does the College have a formally stated quality policy? How is it designed, driven, deployed and reviewed?

As the College is a Government College, the institution adheres to the quality policy of the State Government. The College also introduces its Internal Quality Policy (IQP) for effective implementation of the quality policy of the State Government and to achieve the goals of mission statement of the institution.

The Internal Quality Policy (IQP) was initiated by the principal of the college and developed from a series of discussions starting from the Boards of Studies to the final decision making body, the Governing Body of the institution. The main reason to develop the IQP is to empower transparency, accountability and to implement effectively the academic activities such as academic growth, placement and society engagement, etc., with continual growth and to satisfy the needs of the Students, Parents and Society at large.

The Internal Quality Policy is driven mainly by IQAC and deployed by the concerned institutional units.

Review of the IQP is done during the Academic Audit of the institution. If something is necessary to change in the IQP, the Academic Audit Committee recommends its proposal to the Academic Council and then the Academic Council after minute consideration submits its resolutions to the Governing Body(GB) for its final decision. If the GB approves it then the IQP is reviewed.

6.2.5 How does the College ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder-relationship?

As the College is a co-educational institution with good strength of faculty and students, naturally there will be grievances and complaints to be obtained from faculty and students. The College provides mechanisms to ensure that the grievances are promptly attended to and resolved effectively by analyzing the nature of grievances in order to promote better relationship with the stakeholders.

**For Faculty:** If a faculty member has any grievance or complaint he/she has to give a written complaint to the HOD who in turn forwards to the Principal with recommendations. Based on the nature and intensity of the grievance or complaint the Principal will take action. The solution will be informed to that complainant.

Committees have been constituted in the name of Anti Ragging Committee (AGC), Discipline Committee and Anti Women Harassment Cell (AWHC) which have senior faculty members. Once the committee receives the complaint from the students they try to settle the issues amicably by giving proper counselling and guidance. The committee members of AWHC, meet the girl students regularly and redress their grievances, if any. If necessary they arrange for special meetings where girls centred issues are elaborately discussed and redressed after proper counselling. Apart from this the students' matters will be discussed in the department meetings and tutors are advised to give counselling to their respective wards. This system redresses the problems of the students who are in need of counselling and advice.

**For students :** The students have to submit the grievance letter to the HOD through their tutors. For small problems the HOD himself can take action and solve the problems. If the problem is serious the HOD will send the letter to the Principal for further action. The Principal will conduct an enquiry and sort out the problems. If it is very necessary, the problems of the students will be informed to the stakeholders and keep them informed and instruct the wards to behave properly.

6.2.6 Does the College have a mechanism for analyzing student feedback on institutional performance? If yes, what was the institutional response?

Yes, the institution has a mechanism for analyzing student feedback on institutional performance. The college prepared a separate feedback form and the feedback forms are distributed to the students instructing them to submit the dully filled in forms to the Coordinator of IQAC. The coordinator analysed those submitted forms and reported to the Principal for necessary appropriate actions in respect to the development of the institution.



6.2.7 In what way the affiliating University helped the College to identify the developmental needs of the College?

The affiliating University, Manipur University helps the college to identify the developmental needs during its inspection to the institution. It provides suggestions for further development of the college.

The college submits proposals for developmental works/activities to the funding agencies through the affiliating University. The affiliating University identifies the developmental needs of the institution and then forwards the proposals to the concerned authorities for further necessary action.

6.2.8 Does the affiliating university have a functional College Development Council (CDC) or Board of College and University Development (BCUD)? If yes, In what way College is benefitted.

The affiliating University has a functional **College Development Council (CDC)** headed by the Director of CDC. The college got academic as well as developmental information from the CDC. All college related proposals are submitted to the CDC and it promptly takes up necessary steps for the benefit of the college.

6.2.9 How does the College get feedback from non-teaching, teaching, parents and alumni on its functioning and how it is utilized.

The college provides mechanisms for receiving feedbacks. The non-teaching and teaching are to submit their feedbacks to the coordinator of IQAC of the college. The parents and alumni are requested to send their feedbacks address to the coordinator, IQAC or to drop at the college letter-box or to submit at the time of parents' and alumni's meetings held at the college at the end of every academic year. The coordinator of IQAC collects all feedbacks and brings out in the knowledge of the Principal. The Principal calls a meeting of the Council of Heads of Departments to discuss about the outcomes of the feedbacks and takes resolutions for further necessary steps. The feedback system is very useful in making the policy and strategy of the college in its way of all-round development.

6.2.10 Does the College encourage autonomy to its academic departments and how does it ensure accountability?

Before the beginning of each the academic year the college Statutory Committee meetings are conveyed by the management and various responsibilities and functions of the Departments and non-statutory committees are earmarked and the chosen convenors are responsible for its successful functioning. Mostly, the convenors are Heads of the Departments. The members of the committees are included from almost all the departments under UGC guidelines of autonomous colleges. The quantum of work and the nature of committees' job assigned to them are carried out successfully by keeping on records in cooperation with each other. Thus, the college decentralized in the delegation of authority and provides and encourages operational autonomy to the concerned units.

The Heads of the department/Chairmen of Boards of Studies regularly conduct department meetings in which the important aspects of the requirements of the departments such as books, journals, equipments, laboratory materials and others are thoroughly discussed and take up necessary steps for solution independently with accountability. Problems which could not be solved at their level brought to the notice of the Head of the Institution who in turn took it up to the management for further action. Normally the management immediately approves the provision under rules for providing such facilities to the departments.

In the Management review meetings the Principal discusses requirements for the departments and the nature of urgency. The number of books required in the library, number of computers machines and equipments requirements are also discussed in detail. The principal receives the plan of expenditure on contingencies to execute academic programs and activities through the Planning and Evaluation Committee and the Finance Committee.

6.2.11 Does the College conduct performance auditing of its various departments?

Each department of the college maintains record files for each faculty separately thereby recording detail activities performed, achievements and contributions made by the staff. The Academic Audit Committee conducts performance audit of each department of the college through the records maintained by the head of departments once in a semester. The committee submits its findings to the principal and the principal, if necessary takes up appropriate steps for improvement of the individual faculty and/or of the department. In the same time a system of appraisal to evaluate and review the performance of the faculty members is adopted by the state government. Based on the system, the faculty is evaluated through prescribed format to be filled in and submitted with multiple records of activities and performance for a year. The Principal ensures that the self appraisal is appropriately entered by consulting the record file and makes correction if entered wrongly by the staff. Thus, the appraisal system so introduced in the institution ensures that information furnished on multiple activities in the performance appraisal of the staff is appropriately captured and considered for better appraisal.

The principal thus scrutinizes and evaluates and finally gives his comment. The Principal also arrives at a conclusion with the help of the feedback collected from the stakeholders who are interested in the development of the institution. Finally, the principal submits the performance appraisals to the management for review.

### **6.3 Faculty Empowerment Strategies**

6.3.1 What efforts are made by the College to enhance the professional development of teaching and non teaching staff?

**For Teaching Staff :**

To enhance the professional development of teaching staff, the college organised workshops in connection with the methods of preparation of blue print of question papers, evaluation of answer scripts, techniques of student centred teaching-learning processes. The institution also encourages the faculty members to continue the research activities in their fields through publication of research findings and project works. Through the faculty development programmes the faculty can develop their performance in academic and non academic activities. Leave on duty with intimation to the State Govt. is granted to the members of faculty who wish to participate in refresher courses, orientation programmes, short-term courses, seminars, workshops, etc., organised by the University and other Institutions.

### **For Non-Teaching Staff :**

The institution takes keen interest to improve the professional knowledge of the non – teaching staff also. The College encourages Non-Teaching staff to participate Office Account Training and Computer Awareness Programs organised by the State Government in every year. The institution provides provision for deputing qualified non-teaching staff to undergo ICT enabled training to organised computer training centres The College also organised yoga and sight seeing programmes as a means of Stress Management of the non –teaching staff.

6.3.2 What is the outcome of the review of the Performance Appraisal Reports? List the major decisions.

The outcome of the review of the performance appraisal reports mainly concerns with the quality performance and the areas to be improved of the individual faculty member in course of his/her duties at the college. The college also can assess the areas where are to be improved, renovated, introduced and motivated.

Based on the outcome of the review of the performance appraisal reports the college has taken three major decisions:

- 1) To encourage the faculty members in research activities and participation in refresher courses/orientation programmes/seminars/workshops.
- 2) To strictly adhere to the UGC norms and regulations by the faculty members during the normal duties in the college.
- 3) To encourage the staff and faculty members in the participation of co-curricular activities

6.3.3 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

The college provides the following welfare facilities to teaching and non teaching staff :

1. Granting reimbursement of medical treatment of staff or his/her family permissible under rules.
2. Granting medical leave for teaching and non teaching staff.
3. Granting maternity leave for lady staff members.
4. Special leave for staff on special occasions.
5. Study leave for teaching staff to improve their

6.3.4 What are the measures taken by the College for attracting and retaining eminent faculty?

To attract and retain the eminent faculty the college provides the following facilities:

- Granting advanced increment as per rules of the Government
- Incentives for the completion of Ph.D., /SLET/NET
- Prompt payment of salary on the first week of every month
- There is a very conducive ambience on the campus.
- Staff are encouraged to do research activities.
- Staff are permitted to do External Evaluation in other colleges.
- Staff are encouraged to act as Board of Study / Senate members.
- Staff are permitted to do consultancy services.
- To allow them to handle distance education classes for a remuneration.
- Helping to apply for minor and major projects.
- Granting incentive for publication in national /international journals.

6.3.5 Has the College conducted a gender audit during the last four years? If yes, mention a few salient findings.

The IQAC of the college has conducted year-wise gender audit during the last four years. A few salient findings are given below:

**Year 2011-2012**

Teachers		Administrative Staff		Lab. Assistants		Grade IV		Students	
Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
33	45	01	03	04	00	13	03	397	315

The ratio of male and female:

Teaching staff – 1: 1.36

Non-teaching staff- 3:1

Students- 1: 0.63

The average percentage of participation of female teachers in college co-curricular activities is higher than that of the male teachers.

No distinction between male and female teachers was found in their normal duties at the college.

Girl students were found regular in class attendance more than boys in average.

No serious gender problem was found within the college campus.

**Year 2012-2013**

Teachers		Administrative Staff		Lab. Assistants		Grade IV		Students	
Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
33	45	01	03	04	00	13	03	411	317

The ratio of male and female:  
 Teaching staff – 1: 1.36  
 Non-teaching staff- 3:1  
 Students- 1: 0.77

Leady heads of departments were found very strict in their headship.

No serious gender problem was found within the college campus.

Year 2013-2014

Teachers		Administrative Staff		Lab. Assistants		Grade IV		Students	
Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
32	44	01	02	03	00	13	03	426	355

The ratio of male and female:  
 Teaching staff – 1: 1.37  
 Non-teaching staff- 1:0.3  
 Students- 1: 0.83

No serious gender problem was found within the college campus.

**Year 2014-2015**

Teachers		Administrative Staff		Lab. Assistants		Grade IV		Students	
Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
35	42	01	02	03	00	13	03	419	354

The ratio of male and female:  
 Teaching staff – 1: 1.2  
 Non-teaching staff- 1:0.3  
 Students- 1: 0.84

Boys and girl students were found every competitive.

No serious gender problem was found within the college campus.

**Year 2015-2016**

Teachers		Administrative Staff		Lab. Assistants		Grade IV		Students	
Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
33	38	01	02	03	00	12	03	313	318

The ratio of male and female:  
Teaching staff – 1: 1.15  
Non-teaching staff- 1:0.31  
Students- 1: 1.02

The number of girl students is greater than the number of boy students.

#### 6.3.6 Does the College conduct any gender sensitization programs for its staff?

The college provides provisions for conducting gender sensitization programs for the staff but does not conduct till date.

#### 6.3.7 What is the impact of the University's UGC-Academic Staff College Programmes in enhancing competencies of the College faculty?

The UGC-Academic Staff College of Manipur University timely intimated list of programs to be conducted during each academic year to the college. The programs include training of the principals, refresher courses of different disciplines, orientation programs, short term courses, etc. The faculty members of the college participated such programs thereby enhancing competencies in the teaching-learning and evaluation processes of the institution.

### **6.4 Financial Management and Resource Mobilization**

#### 6.4.1 What is the institutional mechanism to monitor effective and efficient use of financial resources?

Since the College is a Government College, the institutional mechanism to monitor effective use of available financial resource follows the prescribed rules and regulations of State Govt. The major financial resource (salary and development) comes from the State Government and a small portion of it comes from the fees of the students. The Government share is allocated in the annual budget of the State Government and the fund is transferred in Government Heads (Major and Minor). The State Government sanctions fund allotment orders quarterly. The College transacts required amount by following prescribed rules through Govt. Treasury Office. The Principal keeps records (cash book) relating to financial matters for audit proposes.

Fees collected from the students are deposited to Bank Account which is jointly operated by the college and the Directorate Office, Government of Manipur. The Principal also maintains records in connection with the utilization of the amount drawn from this account for external audit.

The financial resource received from the UGC and the DBT for specific proposes are utilized for the propose they were sanctioned and monitors by related committees headed by the principal and audited by a registered Charter Accountant through the record maintained by the college.

#### 6.4.2 Does the College have a mechanism for internal and external audit? Give details.

Internal audit is performed only for academic matters of the college. The college constitutes an Academic Audit Committee for the propose of auditing academic performance of the departments

during each semester.

The College maintains Cash Book, Movement Register, Appropriation Register, Resolution Books, Receipt Books, and different Files with appropriate code numbers for the purpose of official documents record.

The official staff members are trained for official file process and maintenance of record and made ready for external audit.

6.4.3 Provide audited income and expenditure statement of academic and administrative activities of the previous four years.

The major sources of receipts/ funding of the institution are the State Government, the UGC (NERO/ Head OFFICE) and Biotech Consortium India Limited. The income and expenditure statement of academic and administrative activities of the College for the previous four years are given below:

Year 2011- 2012

RECEIPTS					DISBURSEMENTS				
Month & Date	Particulars	Cash Rs.	Bank Govt. Account(G.A) College Account(C.A) Rs.	Total Amount Rs.	Month & Date	Particulars	Cash Rs.	Bank	Total Amount Rs.
From 1/4/2011 To 31/3/2012	From State Govt. Major Hd. 01, salary Non-plan		65266856/- (G.A)	65266856	From 1/4/2011 To 31/3/2012	Salary of staff & Faculty	64247548		64247548
From 1/4/2011 To 31/3/2012	From State Govt. Major Hd. 02, salary(PT) Plan		250000/- (G.A)	250000	From 1/4/2011 To 31/3/2012	Salary of Faculty(PT)	250000		250000
From 1/4/2011 To 31/3/2012	From State Govt. Major Hd. 01, (GPF) Non-plan		3549369/- (GA)	3549369	From 1/4/2011 To 31/3/2012	GPF of Faculty	3549369		3549369
From 1/4/2011 To 31/3/2012	From State Govt. Major Hd. 02, salary(Guest Lect) Plan		96000/- (GA)	96000	From 1/4/2011 To 31/3/2012	Salary(Guest Lect) Plan	96000		96000
From 1/4/2011 To 31/3/2012	From UGC(NERO) i).Seminars(4nos) ii).Sports Inf iii).TF iv).Dev. Gt v)Add.Gt		i)3237500/- ii)15550000/- iii)111998/- iv)400000/- v)3503418/- (CA)	22802916	From 1/4/2011 To 31/3/2012	Expenditure on i).Seminars(4nos) ii).Sports Inf iii).TF iv).Dev. Gt v)Add.Gt	i)3237500 ii)15550000 iii)111998 iv)400000 v)3503418		22802916
From 1/4/2011 To 31/3/2012	Biotech Consortium India Limited		1900000/- (CA)	1900000	From 1/4/2011 To 31/3/2012	Expenditure on Biotech Hub	1900000		1900000
Total				93865141					92845833
Balance									1019308/- (GA)

Year 2012- 2013

RECEIPTS					DISBURSEMENTS				
Month & Date	Particulars	Cash Rs.	Bank Govt. Account(GA) College Account(CA) Rs.	Total Amount Rs.	Month & Date	Particulars	Cash Rs.	Bank Rs.	Total Amount Rs.
From 1/4/2012 To 31/3/2013	From State Govt. Major Hd. 01, salary Non-plan		64558000/- (GA)	64558000	From 1/4/2012 To 31/3/2013	Salary of staff & Faculty	63562146		63562146
From 1/4/2012 To 31/3/2013	From State Govt. Major Hd. 02, salary(PT) Plan		1828800/- (GA)	1828800	From 1/4/2012 To 31/3/2013	Salary of Faculty(PT)	1828800		1828800
From 1/4/2012 To 31/3/2013	From State Govt. Major Hd. 01, (GPF) Non-plan		2019000/- (GA)	2019000	From 1/4/2012 To 31/3/2013	GPF of Faculty	2019000		2019000
From 1/4/2012 To 31/3/2013	From State Govt. Major Hd. 02, salary(Guest Lect) Plan		96000/- (GA)	96000	From 1/4/2012 To 31/3/2013	From State Govt. Major Hd. 02, salary(Guest Lect) Plan	96000		96000
From 1/4/2012 To 31/3/2013	From UGC(NERO) i)TF ii) Sports inf.		i)233571/- ii)700000/- (CA)	933571	From 1/4/2012 To 31/3/2013	i)TF ii) Sports inf.	i)233571 ii)700000		933571
From 1/4/2012 To 31/3/2013	From Biotech Consortium India Limited		1000000/- (CA)	1000000	From 1/4/2012 To 31/3/2013	Expenditure on Biotech Hub	1000000		1000000
Total				70435371					69439517
Balance									99584/- (GA)

### Year 2013- 2014

RECEIPTS					DISBURSEMENTS				
Month & Date	Particulars	Cash Rs.	Bank Govt. Account(GA) College Account(CA) Rs.	Total Amount Rs.	Month & Date	Particulars	Cash Rs.	Bank Rs.	Total Amount Rs.
From 1/4/2013 To 31/3/2014	From State Govt. Major Hd. 01, salary Non-plan		69500000/- (GA)	69500000	From 1/4/2013 To 31/3/2014	Salary of staff & Faculty	64074999		64074999
From 1/4/2013 To 31/3/2014	From State Govt. Major Hd. 02, salary(PT) Plan		1900800/- (GA)	1900800	From 1/4/2013 To 31/3/2014	Salary of Faculty(PT)	1900800		1900800
From 1/4/2013 To 31/3/2014	From State Govt. Major Hd. 01, (GPF) Non-plan		5169000/- (GA)	5169000	From 1/4/2013 To 31/3/2014	GPF of Faculty	5169000		5169000
From 1/4/2013	From State Govt. Major Hd. 02,		259200/- (GA)	259200	From 1/4/2013	salary(Guest Lect.)	259200		259200



To 31/3/2014	salary(Guest Lect) Plan				To 31/3/2014	Plan			
From 1/4/2013 To 31/3/2014	From UGC i)General Dev ii)Est. IQAC		i)890000/- ii)300000/- (CA)	119000	From 1/4/2013 To 31/3/2014	)General Dev ii)Est. IQAC	119000		119000
From 1/4/2013 To 31/3/2014	From Biotech Consortium India Limited		600000/- (CA)	600000	From 1/4/2013 To 31/3/2014	Biotech Hub	600000		600000
Total				77548000					72122999
Balance									5425001/- (GA)

### Year 2014- 2015

RECEIPTS					DISBURSEMENTS				
Month & Date	Particulars	Cash Rs.	Bank Govt. Account(G.A) College Account(CA) Rs.	Total Amount Rs.	Month & Date	Particulars	Cash	Bank Rs.	Total Amount Rs.
From 1/4/2014 To 31/3/2015	From State Govt. Major Hd. 01, salary Non-plan		75000000/- (GA)	75000000	From 1/4/2014 To 31/3/2015	Salary of staff & Faculty	66805380		66805380
From 1/4/2014 To 31/3/2015	From State Govt. Major Hd. 02, salary(PT) Plan		950400/- (GA)	9504000	From 1/4/2014 To 31/3/2015	Salary of Faculty(PT)	9504000		9504000
From 1/4/2014 To 31/3/2015	From State Govt. Major Hd. 01, (GPF) Non-plan		1600000/- (GA)	1600000	From 1/4/2014 To 31/3/2015	GPF of Faculty	1600000		1600000
From 1/4/2014 To 31/3/2015	From State Govt. Major Hd. 02, salary(Guest Lect) Plan		259200/- (GA)	259200	From 1/4/2014 To 31/3/2015	From State Govt. Major Hd. 02, salary(Guest Lect) Plan	259200		259200
From 1/4/2014 To 31/3/2015	From UGC i)Seminar ii)COC(from UGC HQ) iii)Sports Inf. iv) TF		i)37000/- ii)1530000/- iii)800000/- iv)303104/- (CA)	2640104	From 1/4/2014 To 31/3/2015	i)Seminar ii)COC(from UGC HQ) iii)Sports Inf. iv) TF	i)37000 ii)1530000 iii)800000 iv)303104		2640104
From 1/4/2014 To 31/3/2015	From Biotech Consortium India Limited		600000/- (CA)	600000	From 1/4/2014 To 31/3/2015	Biotech Hub	600000		600000
Total				89603304					81408684
Balance									8194620/- (GA)

6.4.4 Have the accounts been audited regularly? What are the major audit objections and how are they complied with?

The last audit has been done in 2015 and some mild objections appeared. The college feels happy to the suggestions made by the audit team. The College submitted compliance report and waiting its positive response .

6.4.5 Narrate the efforts taken by the College for resource mobilization.

At the end of every financial year the college submitted the expenditure statement of the previous year and the proposed budget of the of the coming year in respect of salary and office expenditure components to the State Government and the State Government allocated funds for the

same in time. The institution also submitted proposals for sanctioning funds for developmental works, laboratory improvement, furniture and books to the state Government.

The institution has taken up steps to secure funds from UGC for Sports Infrastructure and Equipment, General Development, Faculty Improvement programmes, research programmes, Seminar/Conference/Workshop programmes, Career Oriented Courses, Establishing Internal Quality Assurance Cell, and funds from Biotech Consortium India Limited for Establishing Biotech Hub. The College got funds from above mentioned agencies. Those funds are properly utilized for the purpose for which they are sanctioned. The details of the funds received are shown in 6.4.3 above.

6.4.6 Is there any provision for the College to maintain the 'corpus fund'? If yes, give details.

The college does not maintained a separate fund for corpus till date. But corpus of books written by local authors has already been started by utilizing fund raised in college maintenance head. The college is preparing to submit its proposal for maintaining corpus fund separately to the Governing Body of the College for its approval.

## **6.5 Internal Quality Assurance System**

6.5.1 Does the College conduct an academic audit of its departments? If yes, give details.

The institution constitutes an academic audit committee(non-statutory body) and provides provisions to undertake academic audit of each department for improvement, amendment and/or review of its academic provisions. Internal academic audit is conducted at the end of every academic session. The college considers the outcomes of the audit reports and objectives to improve the institutional activities.

6.5.2 Based on the recommendations of academic audit what specific measures have been taken by the College to improve teaching, learning and evaluation?

Initially the Head of Department is responsible to monitor and review the teaching -learning process of the department. The overall teaching learning process is assessed and monitored by the Academic Audit Committee(AAC). The IQAC supervises the working of the AAC and after due analysis of the teaching learning process submits reports to the Principal for further action. The Principal in consultant with the IQAC solves the problem. The Principal refers the problem, if necessary, to the Academic Council(AC) and then the AC refers its resolutions to the GB for its final decision. The decision of the GB is to follow in the institution for its academic quality assurance. Since each department is following strictly the rules and regulations in respect of teaching, learning and evaluation defined in the ordinance of the institution, there is still no major recommendations from the AAC. The above review process performs for every year.

6.5.3 Is there a central body within the College to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The Internal Quality Assurance Cell (IQAC) is a central body within the institution to continuously monitor and review the teaching learning and evaluation processes. The Principal (Chairman), one Associate Prof.(Coordinator), Deans(members), two associate professors from Arts and Science faculties( members), Secretary of the alumni association(member),and one local

educationist (member) constitute the IQAC of the college. The coordinator collects/issues information from/to the departments through Deans/ Heads of Departments periodically and intimates all findings to the Principal for discussion and finding solutions for improvement if necessary. The Principal calls meetings of the Heads of Departments to find solutions based on the reports submitted by the Coordinator, IQAC. As a result of such continuing review, the college organised one workshop for improvement of student-centred teaching and learning process, and evaluation technique. The institution provides DCL projectors to the departments to support effective teaching-learning. A central-evaluation system, monitored by the controller of examinations and coordinator of IQAC has been introduced and worked effectively. Other outcomes after the existence of the college central body are numerous and a systematic improvement is found within the college.

#### 6.5.4 How has IQAC contributed to institutionalizing quality assurance strategies and processes?

The institution formulates policy and programmes for quality assurance of the College. Several workshops, seminars, conferences with themes related to teaching- learning, evaluation and examination have been organised by the college. The important points assessed by the IQAC from those organised activities were institutionalised and as a result, the institution got improvement in the academic activities. The IQAC directed the institution towards the autonomous status. The institution submitted the proposal for fresh autonomous status to the UGC. The UGC has granted the implementation of autonomous status to the college vide its letter No. F.22-1/2014(AC) dated 20<sup>th</sup> Jan., 2014 subject to certain conditions. Consequent upon the above stated UGC letter, the State Govt. has issued its concurrence order vide Govt. letter No.7(2)/4/2014-HE dated 9<sup>th</sup> June,2014 and the affiliating University,i.e. Manipur University has issued its conferment order vide Manipur University orders No.MU/2-2/2014 dated 2<sup>nd</sup> January,2015 for implementation of fresh autonomous status to the College. Accordingly, the college has implemented fresh autonomous status from the academic session, 2014-2015. The Institution has submitted the compliance report for implementation of fresh autonomous status to the UGC. The UGC, considering the compliance report, intimated to the institution for holding a visit to the college for its approval to the compliance report.

#### 6.5.5 Does the IQAC have external members on its committees? If so, mention any significant contribution made by such members.

Yes, there are two external members: (1) M. Kaoba Singh, Local Educationist, and (2) Kh. Sidha Kumar, Secretary of Alumni Association of the college, in the IQAC of the college.

The local educationist associates in the working of the IQAC and contribute valuable suggestions in reviewing the teaching and learning process of the institution.

The secretary of the alumni association involves in every activities of the IQAC. He extends his contribution physically and mentally for the improvement in the teaching and learning process of the college. Sometimes he and other members of the alumni render service physically to the college activities in the interest of the institution.

#### 6.5.6 Has the IQAC conducted any study on the incremental academic growth of students from disadvantaged sections of society?

After the admission of the new comers the IQAC identifies the number of students in different categories, viz., general, OBC, ST, SC, Minority and students from BPL families. The IQAC noted the percentage of marks obtained at the entry level of those students belonging to BPL. Special attention is provided for those students in their learning and performance activities. Extra tutorial classes are provided for academic growth of those students if necessary. A Comparison is made in the percentage of marks between their previous score and the current score. If the current score is less than the previous score then IQAC contacts those students and find out solutions for further improvement in future.

6.5.7 What policies are in place for the periodic review of administrative and academic departments, subject areas, research centres, etc.?

The policies and programmes of the college are framed based on the UGC Guidelines for autonomous colleges. The periodic review of academic departments, subject areas, research centres are performed by the statutory bodies initiated by the concerned committees/bodies of the institution twice in an academic year. The Board of Studies of each department initially reviews the concerned subject area, submits the proposal to the coordinator, IQAC through the concerned dean and the coordinator forwards the it to the Principal for recommendation to the Academic Council. The Academic Council discusses all proposals from different departments and its resolutions are submitted to the Governing Body for its final decision. The Research Committee initially reviews research related matters and the above procedure for final decision follows.

Internal administrative review is periodically performed by the Principal and college administration can be reviewed by the Department, Higher Education, Government of Manipur.

*Any additional information regarding Governance, Leadership and Management, which the institution would like to include.*

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### CRITERIA VII: Innovations and Best Practices

#### 7.1 Environment Conciousness

##### 7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

Yes. The College uses renewable energy by installing a solar energy power plant of 9kVA (funded by the UGC). All the incandescent electric bulbs in the College have been replaced by eco-friendly LED and CFL bulbs.

The College has an Eco-Club of 100 members. The club organizes and undertakes various activities relating to Environment Conciousness in and around the college campus. There is an Eco-Demonstration Park also funded by the Directorate of Environment, Govt. of Manipur. The institution takes all possible steps to make the campus eco-friendly. The use of plastic bags is banned in the campus and the authority has declared the entire campus as “No Plastic Zone” since July 2012. The students and staff have planted more than 500 tree saplings during various tree plantation programmes organized by the institution in and around the college campus and all these trees are taken care of and maintained by the institution.

##### 7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- Energy conservation
- Installation of a solar energy power plant (funded by the UGC)
- Rain water harvesting
- Efforts for Carbon neutrality
- Plantation of trees and flowers
- Hazardous waste management
- e-waste management

**Energy conservation:** The institute uses only LED and CFL bulbs for energy conservation. All the desk top CRT monitors have been replaced by LED and LCD ones. The Eco-Club volunteers check the class rooms every day to switch off all the lamps and fans when the classes are over.

The use of solar energy saves the economy and is highly eco-friendly with least emission of greenhouse gases.

**Rain water harvesting:** In the college campus there is a pond of more than 2000 sq.ft where natural rain water harvesting is done.

**Efforts for Carbon neutrality:** The College has taken up certain preventive measure to check the emission of carbon dioxide and monoxide within its campus. The College has made arrangements for the parking of the vehicles of the students and staff near the entrance to keep the campus clean as much as possible. In order to make the campus smoke free zone, the dead leaves

and waste papers are not allowed to be put on fire, but are scientifically decomposed off by burying them in the soil making pits in the adjacent areas.

**Afforestation:** The Eco-Club and the NSS often organize jointly tree-plantation & maintenance programmes in and around the campus regularly. The Botany Dept. also organizes plantation of flowers and medicinal plants.

**Hazardous waste Management and e-Waste Management:** The College authorities have arranged and constructed deep pits in the unused places for the disposal of hazardous wastes and e-waste from the laboratories. Waste chemicals from the chemistry labs are properly disposed by keeping separately in protected sites. Electronic waste, such as discarded computers, office electronic equipment etc. are disposed as per their conditions or handed over for recycling.

Moreover, the Eco-Club and NSS organize seminars & lectures on contemporary environmental issues to increase the environmental awareness of the student and staff.

## 7.2 Innovations

**7.2.1** Give details of innovations introduced during the last four year created a positive impact on the functioning of the college.

**Use of ICT in Teaching-learning:** All the Departments have been equipped with LCD projectors. Besides, all the departments have been provided Laptops and pen drives. The faculties can also avail the net facility in their respective departments. The whole campus of the college is Wifi enabled.

**Study Circle:** The Teachers' Association of the College organizes a unique Interdisciplinary programme and Study Circle for Faculty members to present papers in various research oriented subject matters which is supported by the college authority. The students also form study groups to enable them to share their knowledge and skill.

**Infrastructural Innovations:** The College has submitted a project, with the approval of the Governing Body, for a modern building structure to replace the old ones. Recognizing the effort of the College for achieving quality education, the State Govt. has forwarded a project to the NEC through the State Planning Dept. for G+2 Academic Blocks of Arts and Science which may at present cost about 20 crores. It is learnt that the project is likely to be materialized very soon.

The college has got an Indoor Stadium with amateur and professional physical fitness equipment and a Swimming Pool to groom the younger generation in aquatic sports.

The institution has got a Biotech Hub with modern research equipment for carrying out research works in Chemistry and Life Science.

**Website:** The static website of the college provided by the State Govt. has been replaced by a dynamic one. All the relevant information of the institution is made available on it.

**Feedback Mechanism:** Students give the feedback about the teachers at the end of each session. As it cannot justify timely the grievances of the students, the IQAC has proposed the authority to collect monthly feedback by the Deans of Arts Faculty and Science Faculty for timely redressal of the grievances of the students.

**Teacher-Student Interaction:** Informal interactions between the students and the concerned teachers are encouraged. The Principal and HOD's also interact with students. Besides, the principal also conducts routine checking of the departments and the attendance registers of the students. The Principal, pertaining to teaching quality, encourages the HOD's and teachers for quality improvement. All efforts are made to provide latest teaching skills. The college is planning to install CCTV cameras in all the class rooms. The college has provided amplifiers with MP3 play and record devices to all the departments.

**Computerization of the administrative work:** The College Administrative Block has been fully computerized. The administrative staff has been given training to understand the technicalities pertaining to working on the technology. Semi computerized bill formation help the administration to prepare bills free from error, neat and clean acquaintance rolls.

**Computerized of Library:** Library functioning has also been improved after semi automation. INFLIBNET facility is made available for the benefit of teachers and students.

**Audio-learning System of Teaching:** All big classrooms have audio facilities. All the Departments are provided with one projector each to facilitate teaching.

**Public Address System:** Installed to make important and urgent announcements to the student and faculties. Speaker's audio solution and amplifiers are also used.

**Academic Innovation:** The College is trying its level best to introduce many innovations to improve academics as well as moral excellence among students.

The College has introduced remedial coaching Classes for the slow learners particularly of poor and financially weak students. Endowment lectures and seminars are organized by various departments. Besides, the College has taken up-

- Transparent admission procedure
- Laboratory upgradation
- Research promotion
- Career counseling programmes organized by the Career and Counseling Cell and the NSS Units of the college
- Gender sensitization programmes organized by the Women Cell.

## **7.3 Best Practices**

**7.3.1** Elaborate on any two best practices as per the annexed format which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

- 1. Reformation of teaching-learning.**
- 2. Reformation of evaluation.**

### **1. Title Of The Practice: Teaching-learning**

To encourage student centric teaching-learning for behavioral change of the students is the main objective of the institution.

#### a) Goal

The goal of the practice is to transform from traditional surface learning to autonomous learning for ensuring effective implementation and transaction of the curriculum.

The traditional classroom lecture method has been found to be the reason for capacity stagnation of teachers and inability to ensure student's learning outcomes. Value-based education cannot be given to students without dynamism suited to the global changing scenario. Effective implementation of the curriculum demands innovative aids and practices. The institution should cater to the learning needs of students.

Autonomous learning/student-centric learning methods will be more effective in achieving the learning objectives of students. Moral behavior, leadership quality, creativity, philanthropic attitude, scientific temper, etc. will be automatically inculcated to the students through these techniques of learning. They will be benefitted in their organization and exposition to different condition of life thereby contributing to peace and development in the society.

But as the implementation of teaching-learning reformation began, the College has now been adopting a blended form of teaching by combining the traditional with student-centric methods. All the mechanisms created by the institution are to fulfill these objectives.

#### b) The Context

The College has enough talented faculty who are deeply interested to pursue their academic endeavor and research activities in the college. The College has set up a Research Committee to chalk out institutional strategies of planning, upgrading and creating infrastructural facilities to meet the need of researchers. It has stipulated the following strategies:

- Keep track of the various research projects funded by UGC and other agencies.
- Supports the teachers regarding the various fellowships and facilitate in applying for the same.



- Monitors the infrastructural facilities provided in the College premises are sufficient to carry out Major and Minor Research Projects.
- Taken up initiative to add research enclosures for Ph.D. supervisors recognized by Manipur University.
- Recommends for leave to present research papers in seminars, conferences and workshops by the faculty members outside the college.

Based on the suggestions of the committee, the college authority has provided computer with internet and reprographic facilities for all faculty, procurement of research oriented journals & e-journals.

#### c) The Practice

Though new methods of teaching, in one form or other, started long back, the major reforms in teaching-learning began from 2014-15 session. The new initiatives are initiated defining the target group of students from the Semester-1 of the session. The students of the previous Sessions are not covered under the new reformation.

The College has a transparent admission process conducting entrance test and counseling and considering students' pass records. A comprehensive academic calendar and class time table containing different class periods, practical classes, tutorial and remedial classes are prepared and displayed and distributed to teachers and students. Teachers make teaching plan both for theory and practical. The lecture method of teaching is supplemented by unit tests, assignment, project work, group discussion, quiz, seminar as well as field visits/field work. All the complementary pedagogical tools are used in the class rooms. New value added and skill development courses are added. Co- and extra-curricular activities are followed as per the academic calendar. Altogether 184 class days were worked out during the session, 2014-15.

Students attendance is recorded every class and every event of continuous internal assessment in the attendance register/record sheets. Student attendance is made compulsory and reports of attendance for every month are collected by the Principal from the HODs. Those students who are 75 p.c. are given notice to the concerned students, and if necessary to their parents, to make up for the shortage in the latter months so that they may not be debarred from appearing at the Semester End Examination.

Steps have been taken up to initiate transformation from the traditional surface learning to learner-centric education through appropriate methodologies to facilitate effective teaching and learning process. Innovative teaching approaches/methods adopted by the faculty are –

- interactive and instructional teaching-learning methods,
- collaborative/participatory learning,
- experimental learning like illustration with examples, laboratory-based teaching-learning methods and field-based teaching-learning methods such as fieldwork, project, survey work, etc.

- experiential learning like visits to industries, museum & monuments, study tour and educational excursion, lectures by outside experts, inter-departmental lecture exchange, etc.
- Audio-visual mode of teaching, seminars and presentations.

Workshops/talks were organized with external experts to orient the teachers to the new methods of teaching. An effort made by the institution to encourage the faculty to adopt new and innovative approaches is the introduction of smart board, LCD/DLC Projector, ICT aided devices, computer, Wifi and internet facility, IT enabled library and INFLIBNET, laboratory with advanced equipment. However the impact of such innovative practices on students lies in their motivated zest for learning in smart class rooms by participating interactively, and students' performance during the Semester.

#### Constraints/Limitations:

- The change from traditional methods to student centric ones experienced some constraints faced by the authority. As the teachers are habituated with the traditional methods, the new reforms created some awkward situation to the teachers.
- One of the most disturbing areas is political unrest, bundh, strike, highway blockets etc. which hamper the normal academic functioning.
- Some of the departments, namely, English, History, Economics, Education, and Mathematics face problems of shortage of faculty staff.
- Supportive non-teaching staff is generally very few. This creates hindrance in the execution of internal assessment and practical classes.

#### Efforts and approaches to overcome the challenges:

- The state government has recruited some part-time and guest teachers to meet the staff shortage to some extent. But still there is shortage in certain Departments due to retirement, transfer and death.  
So the College manages by engaging a few teachers from time to time to complete the syllabi in time.
- The College arranges extra/special classes also to complete the curriculum in time.  
The duration of periods is also extended at the rate of ten minutes.

#### d) Evidences of Success

Among the affiliated colleges of Manipur University, ours is the only college that has endeavoured major reforms in teaching-learning adopted especially in the area of teaching methodology and evaluation.

The College monitors and evaluates the quality of teaching-learning through the IQAC which collects feedback from all stakeholders. On the basis of such feedback, it monitors and evaluates the quality of teaching-learning. The analysed and evaluated reports are submitted to the Principal who

in turn informs to concerned teachers through the HODs for future improvement and encouragement. The outcomes are also intimated to teachers to understand their strength and weakness, leading to overall improvement of the teaching-learning process.

The Principal takes up surprise observation during classes, internal assessment and Semester End examinations and monitors the quality of teaching-learning.

The Principal also regularly meets the Heads of Departments and takes feedback on the teaching-learning progress of each department. Besides, the College Academic Audit Committee also takes care of the quality of teaching-learning.

From the monitoring and evaluation, certain evidence of success and inconsistencies are observed. The major inconsistencies in the process of implementation of the reforms initiated in the college are found to be the lack of awareness among some teachers as well as the students about certain of CIA, especially about group discussion. Some of teachers, particularly the Arts teachers, did not properly guide the students in project work and report-writing.

The following are the evidences of success in the implementation of reforms in teaching learning:

- Science teachers are readily adapted to the new methods of teaching learning. Experimental/collaborative learning are successfully implemented by the Science departments.
- The Bio-tech research centre facilitates interdisciplinary mode of learning.
- Experiential method is commonly adopted successfully among Arts and Science departments. Students learn a lot from internal excursions to different places of importance.
- Fieldwork of Anthropology based on syllabus is effective in learning by participant observation in the community selected for survey.
- Students of Botany, Zoology and Geography are benefitted by the adoption of the study tours.

e) Problems encountered and resources required

In exercising this best practice the institution encounters some problems. The main problems are:

- Non availability of enough financial resources.
- Being a Govt. College, there is limitation in the full utilization of services of the faculty members.
- There are limitations in fund raising, such as increase in tuition fee of the learners, collection of donation from donors, etc.
- Requirement of permission of the Govt. in the opening of new courses suited to the changing global job market.
- Inability to appoint the required staff.

#### **f) Notes (Optional)**

Any other information that may be relevant and important to the reader for adopting/implementing the Best Practice in about 150 words. Nil

#### **g) Contact Details**

Name of the Principal : Dr. Th. Biren Singh

Name of the Institution : Oriental College, Imphal West, Manipur.

City : Imphal Pin Code : 795001

Accredited Status : B, Cycle 1

Phone : 0385-2452358 Fax : 033-26630191

E-mail: biren2thoudam@gmail.com Mobile No. 9774154998

Website : [www.orientalcollege.edu.in](http://www.orientalcollege.edu.in)

## **2. BEST PRACTICE**

### **1. Title of the Practice:** Reformation of Evaluation

The college has ventured to take up reformation of evaluation system to keep pace with the changing higher education scenario in the country.

#### **a) Goal**

The goal and objective of the reforms in evaluation implemented in the college is to provide a system of continuous internal evaluation of students in the course of teaching-learning and double evaluation in the Semester End examination.

With the implementation of autonomous status, the college initiated reforms in the existing teaching learning and evaluation system of the affiliating University from 2014-15 with the aim of effective implementation and transaction of the curriculum of the University. Evaluation of students based only on the semester end examination which has been followed since its implementation in 2009 has experienced a reduction in quality of the Graduate Degree holders. So, in order to create value based dynamic graduate attributes, the college ventured to adopt the system of continuous evaluation.

#### **b) The Context**

After deep study, affiliating system gives the students free in attendance. Without a proper system of attendance, students and teacher cannot share knowledge. The SEE only cannot evaluate or test learning value of students. Therefore, a continuous assessment is required to evaluate the students. It is learned by every organization or institution of higher learning that the annual or semester end examination cannot grade the individual standard of the learner. So, continuous

assessment and innovative methods of evaluation is requirement of the decade. Evaluation should be carried out by the course teachers and external evaluators. The question paper setter will be given freedom to change so that it may be student friendly. Evaluation of semester end examination is required to be done by both internal and external examiners based on a system of double evaluation. Transparency in evaluation may be strictly adhered to. Marking system needs to be such that the students may not feel education hatred and grading system is the only solution to this. In grading system students are generally given supplementary semester end examination giving the students an opportunity to up gradation. In view of the new trends ushered in the present days, the college adopts strategies to transform the traditional system of evaluation into a dynamic system.

### c) The Practice

Examination reforms implemented: The college prepared a plan of action suitable to the local condition for introducing system of evaluation. After the Departmental preparation the college applied for permission to the parent university to introduce 40:60 continuous internal assessments and semester end examination with an ordinance to be passed in the university Academic Council. The Principal of the college was invited by the university to give clearance of the proposed marking system of 40: 60 for Internal and End semester Examination by the learned members of the academic council of MU. They have given permission for the said mark allocation. As there was no time for a new syllabus the university has given instructions to follow the existing university syllabus for this year. The college formed all the statutory & non-statutory bodies as well as committees.

The Examination Committees and the Controller's office have made several frameworks to bring about a meaningful framework for assessing the all-round development of the students. Assessment during the course of studies is made based on a diagnosis learning gaps and their remediation. This is an attempt to shift the emphasis from mechanical learning to holistic learning. It aims at creating citizens possessing sound values, appropriate skills and desirable qualities besides academic excellence.

**CIA: Experimental methodology:** Student's- centred learning is blended in the Continuous Internal Evaluation (CIA). The CIA comprises seven components/criteria: i. Unit Unit Test (10 marks), ii. Home Assignment, iii. (5 marks), iv. Projectwork (5 marks), iv. Seminar (5 marks), v. Quiz (5 marks), vi. Group Discussion (5 marks), and vii. Class Attendance (5 marks), altogether 40 marks. The minimum qualifying marks of each criterion is 40%. As part of CIA operation, the students are grouped themselves into Study Groups and registered to the instructor. The group consists normally of 6 students and this study groups has a leader chosen by the group members. A student who does not cooperate with their fellow students in study and problem solving is treated as an outcast by the majority and an outcaste will not get any bonus marks.

The departments give report to the controller one day ahead or plan to report of dates when to conduct the test. If through unseen circumstances any postponement is there; the departments have to give prior information. Thus the departments have conducted the said test on the fixed date and time. For unit test, OMR sheets applicable for MCQ and other required materials such as Top sheets, Mark slip etc. are supplied by the Controller of Examination office prior to one day ahead of the said

test day and after packing the mark slips the department displays the key of the said test on their Notice Boards so that the students may know his/her acquired knowledge. Test is performed in 4 sets of questions by which unfair means is blocked. The sealed mark-enveloped have to be submitted within 24 hours/next working day to the Controller's office. And the envelop is kept confidential till it is open before the Coordinator (IQAC), and Convener of Examination Committee for tabulation.

Group assignments are collected by the leader and comprehensive paper is produced as the seminar paper to be presented by a representative student. A preparation sheet carries one mark and this is aimed at collaborative learning and action methods.

Assignment is given to study groups and the students decide the last date of submission to their instructor. They are warned by the instructor not to submit their works a day later than the decided date.

Service learning and strategic learning methods are blended in quiz and group discussions. Foundation of research methodology is given in the project work.

There are bonus marks given to the students with positive behaviour and have volunteered in social services and co-curricular activities of the college & outside. Thus the institution aims at an all around development of the students.

Responsibility, transparency, and accountability in the evaluation system of the college are strictly maintained. If there is any discrepancy, the officer who deals with the special category of examination will convene a meeting with his findings of the discrepancies. There is also a committee constituted from time to time i.e. Examination Audit Committee to deal with the problems of pass percentage of the examinations.

**Semester End Examination (SEE):** It carries 60 marks for theory Papers while it is apportioned into theory and practical marks as allocated in the syllabi of practical involving courses. SEE is conducted as per schedule given in the academic calendar. The written examination is based on question paper comprising LA-SA:I-SA:II-VSA-O following a particular design of each course. The question papers are set internally and moderated externally. The questions are made student friendly. The answer scripts are examined by both internal and external examiners, based on a double evaluation system. A 7-point scale grading system is introduced for the first time among the colleges under Manipur University. Additional SEE is also conducted within one month from the declaration of the results for those students who fail in certain subjects in order to give an opportunity to arrest number of Back Paper and drop-out rate.

**7-point grade scale:**

Point Scale	1	2	3	4	5	6	7
Score range	upto 39.99	40-44.99	45-49.99	50-54.99	55-59.99	60-79.99	70 and above

Letter Grade	*F	E	D	C	B	A	O
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\*F=yet to pass/qualify

### **Constraints and Limitations :**

The college experienced the following constraints and limitations.

- Examination Cell- conduct and arrangement of examination, answer script evaluation, declaration of results- requires enough manpower for smooth and effective implementation of the system. Separate enforcement of examination staff is required.
- There is a need for a separate infrastructure of examination section for maintaining secrecy and for confidential work.

### **d) Evidence of Success**

While monitoring the process of evaluation and reviewing of the feedback obtained from students and teachers, by the Principal, the Examination Committee and the IQAC, the college has experienced a drastic change in the attitude of the academic atmosphere. The gap between teacher and students has been narrowed. The students began to organize themselves under the guidance of the teacher. The teachers work hard and are busy with the new system. Before reformation of teaching learning and evaluation a few teachers were involved in university Question setting and Examinations. Now all the teachers are involved by which all round development has been created. Teachers became guide and mentor of the students in the process of continuously monitoring and assessing their students. By introducing block massaging facility, guidance became easier in the process and the parents became closer watchers of the institution & their children. All the stakeholders became proud and volunteered to do something in their capacity. Some of the alumni are ready to donate prizes. Some industries, NGO's and institutions offer to collaborate research work and for campus recruitment. Previously there were classes between the authority and the students' union; now students work together with the authority. The results of the SEE of the last semester have shown an increased students' performance. Introduction of Grading System, first among the affiliating colleges, is applauded by stakeholders.

### **e) Problems Encountered and Resources Required**

Problems encountered by the college:

- Academic and campus infrastructural up gradation plan of the college including examination block cannot achieve the target due to the constraint of being a government college.
- Shortage of examination support staff.
- Machines and furniture of Examination office are lacking.
- Financial resource mobilization is required.

**f) Notes (optional)**

The teaching staff are given orientation and training by organizing workshops on answer script examining, designing question paper and setting with experts. This has greatly facilitated the implementation of the new examination reforms undertaken in the college.

**g) Contact Details**

Name of the Principal : Dr. Th. Biren Singh

Name of the Institution : Oriental College, Imphal West, Manipur.

Accredited Status : B, Cycle 1

City : Imphal Pin Code : 795001

Phone : 0385-2452358 Fax : 033-26630191

E-mail: biren2thoudam@gmail.com Mobile No. 9774154998

Website : [www.orientalcollege.edu.in](http://www.orientalcollege.edu.in)

**Additional information the college like to give:** In addition to the above mentioned best practices, the college also exercises best practices in keeping Eco-Park live and cleanliness of the campus.



## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### D. EVALUATIVE REPORT OF THE DEPARTMENTS

#### i. ZOOLOGY

1. Name of the department: DEPARTMENT OF ZOOLOGY
2. Year of Establishment
  - Introduction of undergraduate course—1963
  - Introduction of Graduate course (both Honours and Pass)—1966
  - UGC career guided course in Fishery Management—1999 to 2005
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.)
  - B.Sc. Honours in Zoology
  - UGC career guided course in Fishery Management
4. Names of Interdisciplinary courses and the departments/units involved
  - Biotechnology in collaboration with Physics, Chemistry and Botany Departments.
5. Annual/ semester/choice based credit system (programme wise)
  - B.Sc. Honours in Zoology Semester system
6. Participation of the department in the courses offered by other departments
  - Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.
  - Nil
8. Details of courses/programmes discontinued (if any) with reasons
  - Nil
9. Number of Teaching posts:

Teaching posts	Stationed	Filled
Professors	0	0
Asso. Professors	3	3
Asst. Prof.	1	1(Regular) = 3(Part time)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years	No. of Ph.D.students guided for the last 4 yrs.
H. Ibomcha Singh	M.Sc.	Asso. Prof.	Fishery	33	Nil

S. Sanayaima Devi	Ph.D.	Asso. Prof.	Wild Life	32	Nil
R.K. Rajeshwori Devi	Ph.D.	Asso. Prof.	Fishery	26	M.Phil-2, Ph.D.-1, ongoing Ph.D.-1
K. Uma Devi	M.Phil.	Asst. Prof.	Nematology	19	Nil
L.Chitra Devi	Ph.D.	Part Time	Entomology	18	Nil
H. Binota Devi	Ph.D.	Part Time	Fishery	18	Nil
N. Jaya Devi	Ph.D.	Part Time	Fishery	18	Nil

11. List of senior visiting faculty

- Prof. H. Tombi Singh, Ex. V.C. Manipur University.
- Prof. W. Vishwanath Singh, Life Science Dept. Manipur University.
- Assoc. Prof. O. Adityakumar Singh, Zoology Dept., D.M.College of Science.
- Assoc. Prof. H. Lilabati Devi, Zoology Dept., Modern College

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty

- Honours theory Classes: 33%
- Honours Practical Classes: 32%

13. Student -Teacher Ratio (programme wise)

- B.Sc. 1<sup>st</sup> Sem. Zoology (Hons.) 4.5: 1
- B.Sc. 1<sup>st</sup> Sem. Zoology (Allied) 6.4:1
- B.Sc. 3<sup>rd</sup> Sem. Zoology(Hons) 4.4:1
- B.Sc. 3<sup>rd</sup> Sem. Zoology(Allied) 6.2:1
- B,Sc,5<sup>th</sup> Sem. Zoology (Hons) 1.1:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled

staff	Sanctioned	Filled.
• Supportive Staff (Technical)	2	2
• Administrative Staff	Nil	Nil

15. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: 2

Dr. R.K. Rajeshwori Devi

- Undertook two Major Research Projects which entitled
  - a) Fishery aspects and conservation of some indigenous Fish resources of some wetlands of Manipur under UGC and got financial assistance of Rs. 7,56,000/- (2008-2011)
  - b) Physico-chemical and microbiological studies of different points of Nambul river, Manipur under MOEF(Ministry of Environment of India and got financial assistance of Rs. 7,97,000/- (2004-2008)
- Undertook a minor Project entitled under DST(Department of Science and Technology) Manipur and got financial assistance of Rs. 68,000/- (2006-2007)
- Undertook a Major Research Project as Co-investigator under AICTE and got Financial assistance of Rs. 10,00,000/-
- Ongoing a Project entitled Establishment of Institutional Biotech Hub as Co-ordinator under DBT, Ministry of Science and Technology, and has got financial assistance of Rs. 41,00,000/- till date.

Sl. No.	Name of PI	Duration	Funding agency	Allocated amount	Received	Status
1	R.K. Rajeshwori Devi & S.Sanayaima Devi	2008-11	UGC	Rs.7,56,000/-	Rs.7,56,000/-	Completed
2	-do-	2004-8	MOEF	Rs.7,97,000/-	Rs.7,97,000/-	Completed
3	R.K. Rajeshwori Devi	2006-7	DST	Rs.68,000/-	Rs.68,000/-	Completed
4	R.K. Rajeshwori	1999-2000	AICTE	RS.10,00,000/-	Rs.10,00,000/-	Completed
5.	R.K. Rajeshwori Th. Brojendro	2015--	DBT		RS.41,00,000/-	Ongoing

16. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

- Nil

17. Research Centre /facility recognized by the University

- Biotech Hub

18. Publications:

- \* a) Publication per faculty
- \* b) Number of papers published in peer reviewed journals (national / international) by faculty and students .
- \* c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- \* d) Monographs
- \* e) Chapter in Books
- \* f) Books Edited
- \* g) Books with ISBN/ISSN numbers with details of publishers
- \* h) Citation Index
- \* i) SNIP
- \* j) SJR
- \* k) Impact factor
- \* l) h-index

Faculty	a	b <sub>1</sub>	b <sub>2</sub>	c	d	e	f	g	h	i	j	k	l
R.K. Rajeshwori Devi	9	7	2					3	5			3	
S. Sanayaima Devi	1	1											
H. Ibomcha Singh	1	1											
K. Uma Devi	1	1											
L. Chitra Devi													

H. Binota Devi														
N. Jaya Devi														

Faculty	Title	Journal
1. R.K. Rajeshwori Devi S. Suma , M. Shanta Kumar (2 <sup>nd</sup> Author)	<b><u>Paper publication</u></b> a) Studies on Physico-chemical characteristics, Fish & Fishery resource Potential and diversity of microphytes of Moirang river, Manipur	International Journal of Biological Forum Vol 5(1)27-32, 2013
2.R.K. Rajeshwori Devi S. Suma (2 <sup>nd</sup> author)	b) Assessment of water quality and pollution status of Nambol river, Manipur	International Journal of Theoretical & applied Science Vol 5(1) 67-74, 2013
3.R.K. Rajeshwori Devi, S. Suma, Bonny Khurajam and S. Sanayaima Main Author	c) Investigation of life form characteristics and biological spectrum of the aquatic macrophytes in Potsangbam river, Manipur	International Journal of Current Research and Academic Review 2015; 3(6): 168-173 -ISSN: 2347-3215
4.R.K. Rajeshwori Devi Bonny Khurajam, Th, Brojendro Singh	d) Trace elements analysis of edible freshwater molluscs in Manipur	International Journal of Current Research and Academic Review 2015; 3(6): 174-178 -ISSN: 2347-3215
5.R.K. Rajeshwori, N.K. Sharat, W. Radhapiyari (3 <sup>rd</sup> Author)	e) Spectroscopic study of anti-oxidant property and trace elements of <i>Meyna spinosa</i> Roxb. ex link leaves	Indian journal of National products and Resources Vol. 6(1) March 2015 pp. 51-55

1.R.K. Rajeshwori Devi	<p><b>Paper Presented</b></p> <p>a) Biodiversity of fishes used as ethno-medicine in Manipur</p> <p>b) Biodiversity of fish species &amp; habited Ecology of Waithou lake. Manipur</p> <p>c) Edible snails of Manipur and use of their nutritive value in ethnomedicine</p> <p>d) Bamboo a strategic resource in the global climate change</p>	<p>12<sup>th</sup> International Congress of Ethno Pharmacology on Feb. 17-19. 2012.</p> <p>National Symposium on “Biodiversity status and conservation strategies with special reference to North East India” 17-18/3/2011</p> <p>International conference on Disease, Biology and Therapeutics</p> <p>First international Bamboo conference cum workshop, 22-26/10/2015</p> <p>National Seminar on Advances in life Sciences, MU.23-24/3/2015</p>
2. H. Ibomcha Singh (As 3 <sup>rd</sup> author)	e) Investigation on Biodiversity and nutritive and trace elements analysis of edible Mollusc in Manipur	International Journal of Science and Nature Vol 6(3) 2015: 524-526
3. K Uma Devi (2 <sup>nd</sup> Author)	<p>f) A Report on Metacercariae found in two fresh water fishes in Imphal West District of Manipur</p> <p>g) Plant parasitic Nematodes of medicinal plants in Manipur: The species of the genus Scutellonema</p>	<p>I.C.J. Vol. 3. 73-76 ISSN. 2250=0464</p>

19. Areas of consultancy and income generated

- Nil

20. Faculty as members in National Committees b) International Committees c) Editorial Boards...

Faculty	Committee/Board
R.K. Rajeshwori Devi	<ol style="list-style-type: none"> <li>1. Member of the Syllabus Drafting Committee fo B.Sc. constituted by Academic Council of ManipurUniversity</li> <li>2. Member of Manipur Zoological Society</li> <li>3. Member of of the advisory board of Publication of the book “Wetlands of North East India”</li> </ol>

H. Ibomcha Singh	<ol style="list-style-type: none"> <li>1. Member of Manipur Zoological Society</li> <li>2. As Head Examiner in the evaluation of B.Sc. examination, Manipur University (2013--2015 in different Semesters)</li> </ol>
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21. Student projects

- Compulsory paper for each student on Environmental Studies: 100%
- Percentage of students who have done in-house projects including inter departmental/programme - Nil
- Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies - Nil

22. Awards / Recognitions received by faculty and students:

Dr. R.K. Rajeshwori Devi, Assoc. Prof. Department of Zoology

- Awarded “Bharat Ratan Award” for excellence in chosen field of activity on the occasion of the 36<sup>th</sup> National Seminar on “Individual achievement & National Development” on December, 2012 at New Delhi, organised by Global Society for Health & Educational Growth, New Delhi.
- Awarded “Life Time Educational Excellence Award” with Medal for individual contribution towards Health, Education & Economic Development on 37<sup>th</sup> National Seminar and Award Function held on 29/4/2012, organised by Economic and Social Development Foundation, New Delhi.

23. List of eminent academicians and scientists / visitors to the department

Name	Institute
1. Prof. T.K. Mukherjee	Consultant & Editor-Indian Journal of traditional Knowledge, New Delhi.
2. Dr. T. Tomcha Singh	Prof. and Head –Radiotherapy Dept., Regional Cancer centre, RIMS.
3. Dr. S. Gourabidhu Singh	Consultant & prospect of Designing Ph.D.,Himalayan University, Arunachal Pradesh

24. Seminars/ Conferences/Workshops organized & the source of funding

a) National

Programme	Duration	Organizer	Funding agency
1. Hands-on training programme of PCR techniques & application in Modern Research	10-11/10/2012	Department of Zoology in collaboration with Biotech hub	DBT
1 Hands-on training programme on basic Biotechnological tools and technique	15-16/11/2013	-do-	PBT
3. Four days training and workshop on Biotechnological instrumentation and basics of Nano-technological technique	10-13/11/2014	-do-	-do-
4. Three days workshop and training programme on basic concepts of DNA Bar coding and its application	6-8 June, 2015	-do-	-do-

b) International

- Nil

25. Student profile programme/course wise:

Year	Name of course	Application received	Selected	M	F	P.C. of success
2011-12	B.Sc. 1 <sup>st</sup> Sem.	155	155	65	61	
	B.Sc. 3 <sup>rd</sup> Sem.	47	47	23	24	
	B.Sc. 5 <sup>th</sup> Sem. (Hons)	12	12	4	8	
	B.Sc. 5 <sup>th</sup> Sem. (Gen)	16	16	10	6	
2012-13	B.Sc. 1 <sup>st</sup> Sem.	116	116	65	51	
	B.Sc. 3 <sup>rd</sup> Sem.	97	97	50	47	
	B.Sc. 5 <sup>th</sup> Sem. (Hons)	23	23	12	11	
	B.Sc. 5 <sup>th</sup> Sem. (Gen)	3	3	3	....	
2013=14	B.Sc. 1 <sup>st</sup> Sem.	163	163	86	77	
	B.Sc. 3 <sup>rd</sup> Sem.	86	86	54	32	
	B.Sc. 5 <sup>th</sup> Sem. (Hons)	51	51	24	27	
	B.Sc. 5 <sup>th</sup> Sem. (Gen)	Nil	.....	....	...	
2014-15	B.Sc. 1 <sup>st</sup> Sem.	119	119	58	61	
	B.Sc. 3 <sup>rd</sup> Sem.	133	133	66	67	
	B.Sc. 5 <sup>th</sup> Sem. (Hons)	26	26	24	2	
	B.Sc. 5 <sup>th</sup> Sem. (Gen)	Nil	.....	....	...	

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. 1 <sup>st</sup> Sem.	100%	Nil	Nil
B.Sc. 3 <sup>rd</sup> Sem.	100%	Nil	Nil
B.Sc. 5 <sup>th</sup> Sem.	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

- No record

29. Student progression

UG to PG	50% (2014 Batch)
PG to M.Phil.	No data
PG to Ph.D.	20% (2012 Batch)
Ph.D. to Post-Doctoral	3% (2008 Batch)

Employed

- Campus selection nil
- Other than campus recruitment
- Entrepreneurship/Self-employment no data

30. Details of Infrastructural facilities

a) Library

- The Department has its own library which is quite rich in collection of books.

b) Internet facilities for Staff & Students

- Department has one Lap top and one set of computer with internet facilities.

c) Class rooms with ICT facility

- The Department uses an Overhead projector for teaching.

d) Laboratories

- It has two ill-infrastructured laboratories with an animal museum.

31. Number of students receiving financial assistance from college, university, government or other agencies

- Students belonging to OBC/SC/ST are receiving scholarships from Government.
- Qualified students are receiving scholarship from UGC.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

- Extra classes for revision of important chapters.
- Class tests on regular interval.
- Providing study materials and notes on selected topics.
- Special practical classes.
- Extension lectures and workshops by teachers from other Colleges.
- Special attention to weaker section of the students.



33. Teaching methods adopted to improve student learning
  - Student centric Teaching-Learning processes.
  - Lectured method.
  - Audio-Visual teaching Mode.
  - Remedial, Special Classes, Tutorials etc.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities.
  - The students and the Faculty members regularly participate in the Institutional Special Responsibility and Extension activities organised by the college NSS Units , Eco Club and Health Unit of the College.
35. SWOC analysis of the department and Future plans

**Strength**

- Two Laboratories with equipments to meet the requirements of the students
- Qualified teaching Faculty
- 99% success rate
- Negligible number of drop out for last 5 years

**Weakness**

- Shortage of infrastructures for U.G. courses and opening of Post Graduate courses.
- Shortage of academic support staff and administrative staff.

**Opportunities**

- Opening of post Graduate course
- Extension of research facilities

**Challenges**

- We are trying to run all the courses within limited infrastructures and area
- We should modify the syllabus more interdisciplinary with the acceptance of Manipur University so that the students cope with challenges in the higher studies regarding the subject.

**Future Plans**

- To initiate Post Graduate Course
- To bring major research project

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### ii. PHYSICS

1. Name of the department : DEPARTMENT OF PHYSICS
2. Year of Establishment : 1963
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
  - B.Sc. Honours in Physics.
4. Names of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/ semester/choice based credit system (programme wise):
  - Semester System
6. Participation of the department in the courses offered by other departments : Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of Teaching posts

Teaching posts	Sanctioned	Filled
Professors	0	0
Associate Professors	5	4
Assistant Professors	2	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name of faculty	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 year
Dr. M. Sharat Singh	M.Sc., Ph.D.	Associate Professor	Electronics	37	Nil
R.K. Thoisana Devi	M.Sc.	Associate Professor	Solid State Physics	37	Nil
Dr. Kh. Keinahanbi Devi	M.Sc.,M.Phil., Ph.D.	Associate Professor	Solid State Physics	35	Nil
Ksh. Satyabala Devi	M.Sc., M.Phil.	Associate Professor	Advanced Nuclear and particle physics	25	Nil
Dr. S. Nabadwip Singh	M.Sc., Ph.D.	Assistant Professor	Advanced Nuclear and	10	One

			particle physics		
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24. List of senior visiting faculty : Nil

25. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : Nil

26. Student -Teacher Ratio (programme wise) : 13:1

27. Number of academic support staff (technical) and administrative staff; sanctioned and filled :

Name of Post	Sanctioned	Filled
Laboratory Assistant	1	1
Laboratory attendance	1	1
Administrative staff	0	0

28. Qualifications of teaching faculty with D.Sc/ D.Litt/ Ph.D/ MPhil / PG.

Name	Qualification
Dr. M. Sharat Singh	M.Sc., Ph.D.
R.K. Thoiana Devi	M.Sc.
Dr. Kh. Keinahanbi Devi	M.Sc., M.Phil., Ph.D.
Ksh. Satyabala Devi	M.Sc. M.Phil.
Dr. S. Nabadwip Singh	M.Sc., Ph.D.

29. Number of faculty with on-going projects from a) National b) International funding agencies and grants received : 01

30. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:  
Dr. Sarangthem Nabadwip Singh, Assistant Professor in Physics:

i) Undergoing a Major Research Project entitle "Study on Levels and Effect of Natural Radiation in the Environment of Different Regions of Manipur" under Atomic Energy Regulatory Board (AERB), Govt. of India and got financial assistant of Rs. 24,60,977/- between 20.3.2014 – 28.9.2015.

ii) Received a Minor Research Project under UGC on 28/03/2016 for an amount of Rs. 2,85,000.

SL. No.	Name	Duration	Funding agency	Allocated	Received	Status
1	Dr. S. Nabadwip Singh	2014-2016	AERB	Rs. 27,58,500	Rs. 24,60,977	on going

a. Research Centre /facility recognized by the University: Nil.

- b. A laboratory “Environmental Radiation Dosimetry” is set up in the department.
- c. Dr. S. Nabadwip Singh is a recognised supervisor under Pacific University, Udaipur, Rajasthan.
- d. Publication per faculty
- e. Number of papers published in peer reviewed journals (national / international) by faculty and students.
- f. Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- g. Monographs
- h. Chapter in Books
- i. Books Edited
- j. Books with ISBN/ISSN numbers with details of publishers
- k. Citation Index
- l. SNIP
- m. SJR
- n. Impact factor
- o. h-index

Faculty	a	b	c	d	e	f	g	h	i	j	k	L
Dr. M. Sharat Singh												
RK. Thoisana Devi												
Dr. Kh. Keinahanbi Devi												
Ksh. Satyabala Devi												
Dr. S. Nabadwip Singh	23	23										

Other Publications:

Publication in seminar Proceedings /abstract

Other Publications

Faculty	a	b	Total
Dr. M. Sharat Singh			
RK. Thoisana Devi			
Dr. Kh. Keinahanbi Devi	2		
Ksh. Satyabala Devi			
Dr. S. Nabadwip Singh	12		

List of Publication of Dr. S. Nabadwip Singh

- I. Thermoluminescence of  $\text{Li}_2\text{B}_4\text{O}_7:\text{Cu}$  and La, Indian Journal of Pure and Applied Physics, **50**, 358-362 (2012), ISSN 0019 5596.
- II. Analysis of thermoluminescence glow curve of doped lithium tetraborate by Various Heating Rate Method, International Journal of Physics and Application. **4(2)**, 81-88 (2012), ISSN 0974-3103.
- III. Thermoluminescence properties of  $\gamma$ -irradiated natural salt, International Journal of Physics and Application, 4(1), 55-60 (2012), ISSN 0974-3103.

- IV. Age determination of the terrace of Sekmai River by Luminescence Dating Technique, International Journal of Applied Physics, **2(2)**, 95-98 (2012), ISSN 2249-3174.
- V. Study of the effect of thermal treatment in the preparation of  $\text{Li}_2\text{B}_4\text{O}_7\text{:Cu}$ , Ag, P phosphor, International Journal of Physics and Application, **3(1)**, 39-43 (2012), ISSN 0974-309X.
- VI. Determination of traps of  $\text{Al}_2\text{O}_3$  by Various Heating Rate Method, International Journal of Material Physics, **3(1)**, 31-36 (2012), ISSN 0974-309X.
- VII. Computerized Glow Curve Deconvolution in the thermoluminescence of Borate glass, International Journal of Applied Physics, **2(1)**, 21-28 (2012), ISSN 2249-3174.
- VIII. Thermoluminescence in  $\text{Li}_2\text{B}_4\text{O}_7\text{:Cu}$ , Ag, P phosphors, International Journal of Applied Physics, **2(1)**, 7-11 (2012), ISSN-2249-3174.
- IX. Determination of spectroscopy of traps in natural salt by thermoluminescence, International Journal of Applied Physics, **2(3)**, 249-257 (2012),ISSN 2249-3174.
- X. Dating of fluvial terraces of Itok River, Chandrakhong, Manipur (India), by thermoluminescence technique, Global Journal of Applied Environmental Sciences, **2(2)**, 151-156 (2012), ISSN 2248-9932.
- XI. Study of PbS Nanocrystalline thin films synthesized by CBD method, International Journal of Nano Science and Nanotechnology, **3(3)**, 169-175 (2012), ISSN-0974-3081.
- XII. Patient Dosimetry using Borate Glass Phosphor during external Radiotherapy of Cancer Patient, International Journal of Material Physics, **3(2)**, 69-74 (2012),ISSN 0974-309X.
- XIII. Synthesis and Characterization of ZnS Nanostructured Thin Films, International Journal of Luminescence and Applications, **3(1)**, 64-67 (2013), ISSN 2277 6362.
- XIV. Study of Nanocrystalline ZnS thin films synthesized by CBD method, International Journal of Nano Science and Nanotechnology, **1**, 1-6, (2013), ISSN-0974-3081.
- XV. Thermoluminescence of Natural Salt extracted from the Saline spring of Ningel, Manipur, International Journal of Luminescence and Applications, **3(1)**, 49-51 (2013), ISSN 2277 6362.
- XVI. Analysis of thermoluminescence of  $\text{Li}_2\text{B}_4\text{O}_7\text{:Cu}$ , Ag, P phosphor by simplified General one Trap differential equation, Indian Journal of Physics, **89(1)**, 41-44 (2015), ISSN 0974 9845.
- XVII. Effect of dopants to the thermoluminescence glow curves of Lithium tetraborate, International Journal of Luminescence and Applications, **5(1)**, 103-105 (2015), ISSN 2277 6362.
- XVIII. Dating of the terrace of Thongjaolok river (Manipur, India) using Thermoluminescence Technique, International Journal of Luminescence and Applications, **5(1)**, 118-120 (2015), ISSN 2277 6362.
- XIX. Analysis of the glow curves of natural salt by thermoluminescence technique, International Journal of Luminescence and Applications, **5(1)**, 137-139 (2015), ISSN 2277 6362.
- XX. Study of Photoluminescence and photoconductivity properties of chemical deposited nanocrystalline ZnS Thin films, International Journal of Nano Science and Nanotechnology, **6(1)**, 33-40 (2015).ISSN-0974-3081.
- XXI. Thermo luminescence Dating of Quartz Sediments Extracted from the Terraces of Thoubal River at Leirongthel, Manipur, India, The International Journal Of Engineering And Science (IJES), **4( 5)**, 1-5 ( 2015), ISSN 2319 1805.
- XXII. Study of Structural and Morphological Properties of ZnO Thin Films Prepared by Chemical Bath Deposition Technique, International Journal of Nano Science and Nanotechnology, **6(1)**, 93-100 (2015), ISSN-0974-3081.

XXIII. Structural and morphological studies of CdS thin films prepared by chemical bath deposition technique, *International Journal of Material Science*, 10(1), 95-102, 2015, ISSN 0973-4589.

List of publication in the proceeding/abstract in the conference /seminar

- I. Determination of the age of Sekmai Turrel (River) by Luminescence Dating Technique, *Abstract of the National Conference on Luminescence and its Applications. (NCLA-2010)*, pp-116, Feb 9-11 (2010), Gandhigram, Tamil Nadu.
- II. Determination of the traps of Lithium borate by CGCD, *Abstract of the National Conference on Luminescence and its Applications. (NCLA-2010)*, pp-117, Feb 9-11 (2010), Gandhigram, Tamil Nadu.
- III. Study of thermal treatment of prepared  $\text{Li}_2\text{B}_4\text{O}_7:\text{Cu}$  thermoluminescence dosimeter, *Abstract of the National Conference on Luminescence and its Applications. (NCLA-2010)*, pp-118, Feb 9-11 (2010), Gandhigram, Tamil Nadu.
- IV. Luminescence dosimeter based on Iodised salts, *Abstract of the National Conference on Luminescence and its Applications. (NCLA-2010)*, pp-119, Feb 9-11 (2010), Gandhigram, Tamil Nadu.
- V. Spectroscopy of traps of NaCl(I) as determined by Computerized Glow Curve Deconvolution, *Abstract of the National Conference on Luminescence and its Applications. (NCLA-2010)*, pp-120, Feb 9-11 (2010), Gandhigram, Tamil Nadu.
- VI. Fading correction of  $\text{Li}_2\text{B}_4\text{O}_7:\text{Cu}$ , Ag, P thermoluminescence dosimeter, *Abstract of the National Conference on Luminescence and its Applications. (NCLA-2011)*, pp-255, Feb 7-9 (2011), Rt. Ravishankar Shukla Univeristy, Raipur.
- VII. Thermoluminescence of  $\text{Li}_2\text{B}_4\text{O}_7:\text{Cu}$ , Ag, P phosphors, *Abstract of the National Conference on Luminescence and its Applications. (NCLA-2011)*, pp-257, Feb 7-9 (2011), Rt. Ravishankar Shukla Univeristy, Raipur.
- VIII. Methods of preparation of  $\text{Li}_2\text{B}_4\text{O}_7:\text{Cu,Ag,P}$  and their effects on thermoluminescence properties, *Abstract of the National Conference on Luminescence and its Applications. (NCLA-2011)*, pp-256, Feb 7-9 (2011), Rt. Ravishankar Shukla Univeristy, Raipur.
- IX. Life time analysis of the glow peaks of  $\text{Li}_2\text{B}_4\text{O}_7:\text{Cu}$ , La as determined by computerized glow curve deconvolution, *Proceeding of National Seminar-cum-Workshop on Luminescence and its Application (NSWLA-2011)*, pp.67-69, Thoubal College, Thoubal.
- X. Patient dosimetry over different parts of the body during external radiotherapy treatment, *Proceeding of National Seminar-cum-Workshop on Luminescence and its Application (NSWLA-2011)*, pp.66, Thoubal College, Thoubal.
- XI. Spectroscopy of traps in  $\text{Li}_2\text{B}_4\text{O}_7:\text{Cu}$  as determined by CGCD and VHR, *Proceeding of the International Conference on Luminescence and its Applications (ICLA-2012)*, pp. 338, 7-10<sup>th</sup> Feb. 2012, Hyderabad, India.
- XII. Dosimetry properties of doped Lithium Tetraborate as determined by Thermoluminescence Technique, *Proceeding of the International Conference on Luminescence and its Applications (ICLA-2012)*, pp. 336, 7-10<sup>th</sup> Feb. 2012, Hyderabad, India.

Areas of consultancy and income generated: Nil

Faculty as members in a) National committees b) International Committees c) Editorial Boards....

Faculty	Name of Committees
Dr. M. Sharat Singh	
R.K. Thoisana Devi	
Dr. Kh. Keinahanbi Devi	
Ksh. Satyabala Devi	
Dr. S. Nabadwip Singh	Life member of Luminescence Society of India (LSI), and PANE

### 31. Student projects

- Percentage of students who have done in-house projects including inter departmental/programme: 100%
- Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: Nil.

### 32. Awards / Recognitions received by faculty and students

- Dr. S. Nabadwip Singh received
- e) Second Best Poster award at the National Conference on Luminescence and Application (NCLA-2009) held at Kolkata.
- f) Third Best Poster award at the 5<sup>th</sup> International Conference on Luminescence and its Application (ICLA-2015) held at PES, University, Bengaluru, India.

### 33. List of eminent academicians and scientists / visitors to the department :

- Shri Thokchom Dewan Singh, Scientific Officer-D, Atomic Energy Regulatory Board (AERB), visited our department during (i) 22<sup>nd</sup> to 26<sup>th</sup> May, 2014 (ii) 26<sup>th</sup> May to 6<sup>th</sup> June, 2015 (iii) 13<sup>th</sup> Dec. to 24<sup>th</sup> Dec. 2015.

### 34. Seminars/ Conferences/Workshops organized & the source of funding

National b) International : Nil.

### 35. Student profile programme/course wise:

Year 2009-2010 (Only for reference)

Name of the Course /programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. 1 <sup>st</sup> Year	25	11	10	1	
B.Sc. 2 <sup>nd</sup> Year	30	16	15	1	
B.Sc. 3 <sup>rd</sup> Year	10	2	2	0	

Year 2010-2011

Name of the Course /programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. 1 <sup>st</sup> Semester	35	20	17	3	
B.Sc. 2 <sup>nd</sup> Semester	20	20	17	3	
B.Sc. 2 <sup>nd</sup> Year	5	5	4	1	
B.Sc. 3 <sup>rd</sup> Year	15	15	13	2	

Year 2011-2012

Name of the Course	Applications	Selected	Enrolled	Pass

/programme (refer question no. 4)	Received		*M	*F	percentage
B.Sc. 1 <sup>st</sup> Semester	35	28	24	4	
B.Sc. 2 <sup>nd</sup> Semester	28	28	24	4	
B.Sc. 3 <sup>rd</sup> Semester	13	13	11	2	
B.Sc. 4 <sup>th</sup> Semester	13	13	11	2	
B.Sc. 3 <sup>rd</sup> Year (Hons) (Yearly exam. group)	4	4	3	1	

Year 2012-2013

Name of the Course /programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. 1 <sup>st</sup> Semester	25	14	14	0	
B.Sc. 2 <sup>nd</sup> Semester	14	14	14	0	
B.Sc. 3 <sup>rd</sup> Semester	18	18	14	4	
B.Sc. 4 <sup>th</sup> Semester	18	18	14	4	
B.Sc. 5 <sup>th</sup> Semester	4	4	3	1	
B.Sc. 6 <sup>th</sup> Semester	4	4	3	1	

Year 2013-2014

Name of the Course /programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. 1 <sup>st</sup> Semester	65	57	43	14	
B.Sc. 2 <sup>nd</sup> Semester	57	57	43	14	
B.Sc. 3 <sup>rd</sup> Semester	7	7	7	0	
B.Sc. 4 <sup>th</sup> Semester	7	7	7	0	
B.Sc. 5 <sup>th</sup> Semester	14	14	11	3	
B.Sc. 6 <sup>th</sup> Semester	14	14	11	3	

Year 2014-2015

Name of the Course /programme (refer question no. 4)	Applications Received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. 1 <sup>st</sup> Semester	35	27	23	4	
B.Sc. 2 <sup>nd</sup> Semester	27	27	23	4	
B.Sc. 3 <sup>rd</sup> Semester	38	38	34	4	
B.Sc. 4 <sup>th</sup> Semester	38	38	34	4	
B.Sc. 5 <sup>th</sup> Semester		-	-	-	
B.Sc. 6 <sup>th</sup> Semester		-	-	-	

\*M = Male \*F = Female



36. . Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. (Honours) in Physics	100%	----	---

37. .How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? Nil.

38 .Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M. Phil.	
PG to Ph.D.	
Ph. D to Post-Doctoral	
Employed	
Campus selection	
Other than campus recruitment	
Entrepreneurship/Self-employment	

39.Details of Infrastructural facilities

Library: The department has its own library with good number of books.

Internet facilities for Staff & Students: Nil

Class rooms with ICT facility : No

Laboratories: The department has well quipped laboratories including one dark room, one for honours and pass course students. Besides these, the department has one research laboratory “Environment Radiation Dosimetry” sponsored by AERB, for the study of environment radiation doses at different regions of Manipur.

40.Number of students receiving financial assistance from college, university, government or other agencies:

Five (5) students received UGC financial assistant and all the ST students received scholarship form the state government.

41.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil.

33.Teaching methods adopted to improve student learning :

Traditional Lecture Method, Practical classes, Class test for each chapter, Assignments, Seminar, Quiz,

Group discussion, Explanation of the laboratory equipments, etc.

42.Participation in Institutional Social Responsibility (ISR) and Extension activities

The students and the Faculty members of the department participated in the Institutional Social Responsibility and Extension activities organized by the college NSS Units and other activities like sport, social service etc.

43. Faculty participation/paper presentation in Regional, National/International, seminar/conference /workshop etc.

Dr. M. Sharat Singh

- i) National Seminar on “Post Accreditation Strategies for quality sustenance in College”, November, 4-5, 2011, Oriental College, Imphal.
- ii) A Two-day state level seminar on “NAAC assessment & Accreditation: An Institutional challenge in the domain of academic excellence”, August, 17-18, 2012, Oriental College, Imphal.
- iii) A two day state level seminar on “Traditional system in the action plan on climate change”, February, 22-23, 2013, Oriental College. July, 19-20, 2013, Oriental College, Imphal.
- iv) National seminar on “The employment of European credit transfer system in India”, July, 19-20, 2013, Oriental College, Imphal.
- v) A 2-day state level seminar on “History of Manipur”, October, 22-23, 2013, Oriental College, Imphal.
- vi) The first International Bamboo Conference cum Workshop (IBCCW-2015), October, 22-26, 2015, Oriental College, Imphal.

R.K. Thoisana Devi

- I. National Seminar on “Post Accreditation Strategies for quality sustenance in College”, November, 4-5, 2011, Oriental College, Imphal.
- II. National seminar cum workshop on “Luminescence and its applications, (NSWLA-2011)”, November, 10-11, 2011, Thoubal College, Thoubal
- III. One day workshop on the “Future of NANO electronics”, April, 30, 2012, NIT, Imphal.
- IV. A Two-day state level seminar on “NAAC assessment & Accreditation: An Institutional challenge in the domain of academic excellence”, August, 17-18, 2012, Oriental College, Imphal.
- V. A two day state level seminar on “Traditional system in the action plan on climate change”, February, 22-23, 2013, Oriental College. July, 19-20, 2013, Oriental College, Imphal.
- VI. National workshop on “Nanotechnology and its applications in science and engineering, NASE-2013”, March, 23-24, 2013, NIT, Manipur.
- VII. National seminar on “The employment of European credit transfer system in India”, July, 19-20, 2013, Oriental College, Imphal.
- VIII. A 2-day state level seminar on “History of Manipur”, October, 22-23, 2013, Oriental College, Imphal.
- IX. One day National seminar on “UGC regulations on API: methods and Procedures”, March, 10, 2014, Imphal College, Imphal.
- X. A three day workshop on “Question setting and evaluation” November, 6-8, 2014, Oriental College, Imphal.
- XI. Two day workshop on “Teaching methodology based on autonomous learning” January, 30-31, 2015, Oriental College, Imphal.
- XII. The first International Bamboo Conference cum Workshop (IBCCW-2015), October, 22-26, 2015, Oriental College, Imphal.

Dr. Kh. Keinahanbi Devi

- i) A two day National seminar on “Women in Science & Social Science in North East India”, April, 11-12, 2011, Imphal College, Imphal.
- ii) One day consultative workshop for “Finalization of Manipur state action plan on climate change”, October, 10<sup>th</sup>, 2011, Hotel Classic, Imphal.
- iii) National Seminar on “Post Accreditation Strategies for quality sustenance in College”, November, 4-5, 2011, Oriental College, Imphal.
- iv) National seminar cum workshop on “Luminescence and its applications, (NSWLA-2011)”, November, 10-11, 2011, Thoubal College, Thoubal
- v) Workshop on “Question setting and evaluation workshop”, November, 1-7, 2011, Imphal College, Imphal.
- vi) Three day conference on “The importance of intellectual property right (IPR) in scientific research & development”, February, 24-26, 2012, Imphal College, Imphal.
- vii) One day workshop on the “Future of NANO electronics”, April, 30, 2012, NIT, Imphal.
- viii) A Two-day state level seminar on “NAAC assessment & Accreditation: An Institutional challenge in the domain of academic excellence”, August, 17-18, 2012, Oriental College, Imphal.
- ix) A two day workshop on “Hand-on Training programme of PCR techniques and applications in modern research”, October, 10-11, 2012, Oriental College, Imphal.
- x) International Conference on “Human rights-a global challenge”, December, 7-8, 2012, Lady Keane College, Shillong, Meghalaya.
- xi) The Indian Science Congress, January, 3-7, 2013, Calcutta University, Kolkata.
- xii) One day workshop on “Research proposal and Fulbright fellowships opportunities in the united states”, February, 8, 2013, Manipur University.
- xiii) A two day state level seminar on “Traditional system in the action plan on climate change”, February, 22-23, 2013, Oriental College. July, 19-20, 2013, Oriental College, Imphal.
- xiv) National workshop on “Nanotechnology and its applications in science and engineering, NASE-2013”, March, 23-24, 2013, NIT, Manipur.
- xv) National seminar on “The employment of European credit transfer system in India”, July, 19-20, 2013, Oriental College, Imphal.
- xvi) Two day workshop on “E-learning technologies and practices (NPTEL-NMEICT), March, 1-2, 2014, NIT, Manipur.
- xvii) One day workshop on “Computer interfaced science experiments” April, 21<sup>st</sup>, 2014, Manipur College, Imphal.
- xviii) A three day workshop on “Question setting and evaluation” November, 6-8, 2014, Oriental College, Imphal.
- xix) Four day training and workshop programme on “Biotechnological instrumentation and basics of Nano technological technique” , November, 15-18, 2014, Oriental College, Imphal.

- xx) Regional Tanning Workshop on “Science Journalism/Writing for North East States”, February, 10-14, 2015, Imphal.
- xxi) Two day workshop on “Teaching methodology based on autonomous learning” January, 30-31, 2015, Oriental College, Imphal.
- xxii) First International Bamboo Conference cum Workshop (IBCCW-2015), October, 22-26, 2015, Oriental College, Imphal.

Ksh. Satyabala Devi

- i) National seminar cum workshop on “Luminescence and its applications, (NSWLA-2011)”, November, 10-11, 2011, Thoubal College, Thoubal
- ii) One day workshop on the “Future of NANO electronics”, April, 30, 2012, NIT, Imphal.
- iii) A Two-day state level seminar on “NAAC assessment & Accreditation: An Institutional challenge in the domain of academic excellence”, August, 17-18, 2012, Oriental College, Imphal.
- iv) One day workshop on “Research proposal and Fulbright fellowships opportunities in the united states”, February, 8, 2013, Manipur University.
- v) A two day state level seminar on “Traditional system in the action plan on climate change”, February, 22-23, 2013, Oriental College. July, 19-20, 2013, Oriental College, Imphal.
- vi) National workshop on “Nanotechnology and its applications in science and engineering, NASE-2013”, March, 23-24, 2013, NIT, Manipur.
- vii) National seminar on “The employment of European credit transfer system in India”, July, 19-20, 2013, Oriental College, Imphal.
- viii) One day workshop on “Computer interfaced science experiments” April, 21<sup>st</sup>, 2014, Manipur College, Imphal.
- ix) Two day workshop on “E-learning technologies and practices (NPTEL-NMEICT), March, 1-2, 2014, NIT, Manipur.
- x) National Conference on the “Emerging Research Avenues in Chemical Sciences (NCERACS-2014), March, 14-15, 2014, Manipur University.
- xi) Two day workshop on “Teaching methodology based on autonomous learning” January, 30-31, 2015, Oriental College, Imphal.
- xii) First International Bamboo Conference cum Workshop (IBCCW-2015), October, 22-26, 2015, Oriental College, Imphal.

Dr. S. Nabadwip Singh

- i) National Conference on Luminescence and its Application (NCLA-2011), Feb. 7-9, 2011, Pt. Ravishankar Shukla University, Raipur.
- ii) One-Day State Level Seminar Cum Workshop on “Teacher Education in Manipur: Problems and Prospects” July 18<sup>th</sup>, 2011, D.M. College of Teacher Education, Imphal, Manipur.
- iii) National Seminar on Post Accreditation Strategies for Quality Sustenance in Colleges, Nov.4-5, 2011, Oriental College, Imphal, Manipur.

- iv) National Seminar- Cum- Workshop on Luminescence and its Applications (NSWLA-2011), Nov. 10-11, Thoubal College, Thoubal, Manipur.
- v) National Inter-Disciplinary Seminar on Globalization and Manipur, Dec. 17-17,2011, D.M. College of Arts, Imphal, Manipur.
- vi) 4<sup>th</sup> International Conference on Luminescence and its Applications (ICLA-2012), Feb. 7-10, Indian Institute of Chemical Technology, Hyderabad, India.
- vii) National seminar cum workshop on Physics for cultural heritage, 25<sup>th</sup> – 26<sup>th</sup> May, 2012, D.M. College of Science, Imphal, Manipur.
- viii) State level seminar on NAAC assessment and accreditation: An institutional challenge in the domain of academic excellence, 17<sup>th</sup> – 18<sup>th</sup> August, 2012, Oriental College, Takyel, Imphal, Manipur.
- ix) State level seminar on traditional system in the action plan on climate change, 22<sup>nd</sup> – 23<sup>rd</sup>, Feb. 2013, Oriental College, Takyel, Imphal, Manipur.
- x) National workshop on particle physics, 21<sup>st</sup> – 23<sup>rd</sup>, March, 2013, Department of Physics, St. Anthony's College, Shillong.
- xi) National seminar on recent trends in advanced materials, 26<sup>th</sup> March, 2013, Manipur University.
- xii) Second Workshop on the "Compilation of Manipuri Glossaries in Physics and Sociology" 23<sup>rd</sup> October to 2<sup>nd</sup> November, 2013, Central Institute of Indian Languages, Mysore, Karnataka.
- xiii) National Conference on Synthesis of materials: Characterization and application, 31<sup>st</sup> January 2014, J.M. Patel Arts, Commerce & Science College, Bhandara, Nagpur, Maharashtra.
- xiv) Two Day Workshop on E-learning Technologies and Practices (NPTEL-NMEICT), 1<sup>st</sup> and 2<sup>nd</sup> March, 2014, National Institute of Technology, Manipur.
- xv) One Day Workshop on Computer interfaced science experiments, 21<sup>st</sup> April 2014, Manipur College, Imphal, Manipur.
- xvi) National Seminar on API and UGC regulations, 2013, 26<sup>th</sup> July 2014, Thoubal College, Thoubal, Manipur.
- xvii) 36<sup>th</sup> Annual Conference of Association of Radiation oncologists of India, 6<sup>th</sup> to 9<sup>th</sup>, November 2014, North East Zonal Chapter, AROI, Imphal, Manipur
- xviii) International Conference on East-West Corridor: The linkage of Look East Policy to ASEAN, 28<sup>th</sup> and 29<sup>th</sup> November, 2014, Manipur Institute of Management Studies, Manipur University, Imphal, Manipur.
- xix) Two day workshop on "Teaching methodology based on autonomous learning" January, 30-31, 2015, Oriental College, Imphal.
- xx) 5<sup>th</sup> International Conference on Luminescence and its Application (ICLA 2015), 9<sup>th</sup> to 12<sup>th</sup> February, 2015, PES University, Bengaluru, India.
- xxi) First International Bamboo Conference cum Workshop (IBCCW-2015), 22<sup>nd</sup> to 26<sup>th</sup> October, 2015, Oriental College, Manipur, India.
- xxii) National seminar on "100 Years of general relativity" December, 21-22, 2015, Department of Physics, Manipur University.

### 36. SWOC analysis of the department and Future plans

**Strength:**

Dedicated faculty members, well equipped laboratories, intelligent and hardworking students are the strengths of the department.

**Weakness:**

Shortage of faculty and Laboratory technical staff, shortage of rooms, inadequate books in the departmental library, research orientated equipment, shortage of water facility, internet facility, shortage of computers and projector.

**Opportunities:**

Students passed out with good results in Physics honours from this department get opportunity for higher studies in various universities and institutes.

**Challenges:**

To assist the students academically to reach their goal. Paucity of fund.

**Future plans:**

The department has plans-

To set up the modern technology of teaching method

To set up equipment in the laboratory

To organize seminar and workshop from time to time

To organize lecture by external experts.

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### iii. Chemistry

1. Name of the department: DEPARTMENT OF CHEMISTRY
2. Year of Establishment : 1963
3. Names of the programs / Courses offered(UG, PG, Mphil., Ph.D.,Intrigatated Masters; Intrigatated Ph.D.,etc.) :B.Sc. Honours in Chemistry (semester system)
4. Names of Interdisciplinary courses and the departments / units involved: NIL
5. Annual/ semester/ choice based credit system (program wise) : Semester System
6. Participation of the department in the courses offered by other department:  
 Refresher Course 2014&2015 by MU.  
 i) Dr. Th. Brojendro Singh as coordinator 2014  
 ii) Dr. M. Phalguni Singh 2015.
7. Course in collaboration with other universities, industries, foreign institutions, etc. :NIL
8. Details of course/ programs discontinued (if any) with reasons: NIL
9. Number of teaching posts: 8

Teaching post	Sanctioned	Filled
Professors	0	0
Associate Professors	4	4
Assistant Professors	1	4 (including 3 Part time lecturers who have already reserved their respective post on 11 Nov. 2013)

Name	Qualifica- -tion	Designation	Speciali- -zation	No. of Years Experienc e	No. Ph.D. student guided for the last 4 years.
1. P. Shyama Devi	MSc.	Associate Prof.	Organic Chemistry	39yrs	
2. Kh. Debendra Meetei	MSc.	Associate Prof.	Inorganic Chemistry	38 years	

3.R.K. Meghachandra Singh	MSc.	Associate Prof	Inorganic Chemistry	36 years	
4. M. Lokendro Singh	MSc.	Associate Prof	Physical Chemistry	26 years	
5.Dr. Th. Brojendro Singh	MSc. Ph.D.	Assistant Prof.	Organic Chemistry	12 years	
6. Dr. Inaomacha Singh	MSc. Ph.D.	Assistant Prof. (PT)	Bio Chemistry	18 years	
7. Dr. N. Ranita Devi	MSc. Ph.D	Assistant Prof. (PT)	Inorganic Chemistry	18 years	
8.Dr. M. Phalguni Singh	MSc. Ph.D B.Ed.	Assistant Prof. (PT)	Inorganic Chemistry	18 years	

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D.Lit./ Ph.D. / M.Phil. etc.

11. List of senior visiting faculty : NIL

12. Percentage of lectures delivered and practical classes handled (program wise) by temporary faculty: 40%

13. Student teachers ratio (program wise): 14:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:

Post	Sanction	Filled
Support staff ( technical)	4	2
Administrative staff	0	0

15. Qualifications of teaching faculty with DSc/ D. Lit / Ph.D. / M Phil / PG: PG (4) and Ph.D.(4)

16. Number of faculty with ongoing projects from a) National b) international funding agencies and grants received: NIL

17. Department projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: NIL

18. Research Centre/ Facility recognized by the University: NIL

19. Publications: 2009-2015

a) Publication per faculty

b. Number of papers published in peer reviewed journals (national b1/ internationalb2) by faculty and students



c) Number of publications listed in international database (for Eg. Web of Science, Scopus, Humanities International complete, Dare Database- International Social Sciences Directory, EBSCO host and others etc.

d) Monographs

e) Chapter in Books

f) Book Edited

g) Books with ISBN/ ISSN numbers with details of publishers

h) Citation Index

i) SNIP

j) SJR

k) Impact factor

l) h-index

Faculty	a	b1	b2	c	d	e	f	g	h	i	j	k	l
Dr. M. Phalguni Singh	5	2		3									
Dr. Th. Brojendro Singh	7	2	5									7	

Dr. M. Phalguni Singh

- I. "Mixed Ligand Complexes of Copper(II) with Pyridine-2-Carboxamide and Amino acids" *J. IND. Council Chem.* 26, No. 2, 2009, pp106-1082.
- II. "Mixed Ligand Complexes of Copper (II) and Nickel (II) with O-Methyl Pyridine – 2– Carboximidate and Amino acids" *J. IND. Council Chem.*, Vol. 28, No. 1, 2011. pp. 49-52.
- III. "Mixed Ligand Complexes of Copper(II) with ligands derive from 2-cyano pyridine" proceeding XI *Manipur Science congress*, Manipur University, CSIR, New Delhi
- IV. "Synthesis and Characterization of Mixed Ligand Complexes of Ni(ii) with O-N Ethyl Pyridine -2-Carboximidate and Some Amino Acids "Proceeding International Conference on Innovative Applications of Chemistry in Pharmacology & Technology at Berhampur University (India) 5 on 06-08 Feb, 2015
- V. "The Bamboo in Manipur and its close relationship to the life of the people of Manipur", proceeding first International conference cum workshop IBCCW-2015.

Dr. Brojendro Singh

- I. Preliminary Phytochemical screening and inorganic element analysis of rhizomes of curcuma leucorrhiza, Th. Brojendro Singh, Th. Sharatchandra Singh and T. Phucho. *American Journal of phar mech research*, 2014, 4(4).
- II. Biomonitoring of fresh water of Loktak lake, India, N.K. Sharat, M. Sudharshan, A. Chakraborty, Ch. Bino Devi, Th. Brojendro, N. Rajmuhon Singh, *Journal of Sustainable Development* 2014, vol. 3 Pp-1789-188.
- III. Spectroscopic study of Antioxident property and trace element of Meyra spinosa Roxb ex link, N.K. Sharat, W. Radhapriyari. Md. A.H. Choudhory, Th. Brojendro Singh, Kh. Bony, Th. Sobita Devi, R.K. Rajeshwari Devi and N. Rajmohon, *Indian Journal of Natural products and resources*, vol. 6(1), 20 March, 2015 Pp. 51-55.
- IV. Preliminary Phytochemical screening and determination of elements from Rhizom and Flowers of Alpinia galangal, Th. Sharatchandra Singh, Th. Brojendro Singh, *American Journal of Phar mech Research*, 2014, 4(4).
- V. Qualitative Phytochemical screening of Rhizoms of Hedychium maximum, I.T. Phucho, T. Sharatchandra, Th. Brojendro Singh. *World Journal of Pharmacy and Pharmaceutical Science* vol. 4 Pp 898-904.

- VI. Phytochemical evaluation, determination of total terpenoid content on the Rhizome of *Cucurbita Amara*. Th. Sharatchand, I.T. Pucho and Th. Brojendro Singh. World Journal of Pharmacy and Pharmaceutical Science, 2015, vol. 4 Pp 2286-2294.
- VII. Trace elements analysis of edible freshwater molluscs in Manipur, R.K. Rajeshwari, Bony Khurajam, Th. Brojendro and M. Kavita Devi. International Journal of Current Research and Academic Review vol. 3 No.6 June, 2015 Pp 174-178.

International paper presented :-

- I. Preliminary Phytochemical screening of *Dendrocalamus giganteus*. Bony Khurajam, Th. Brojendro and M. Kavita . First international Bamboo conference cum workshop. Oct. 22-26, 20165, Imphal
- II. Elemental profile of *Arundinaria callosa* Munro (Laiwa) from Manipur, W. Kavita , Th. Sobita Devi and Th. Brojendro Singh, First international Bamboo conference cum workshop. Oct. 22-26, 20165, Imphal

20. Area of consultancy and income generated: NIL

21. Faculty as member in a) National committees b) International Committees c) Editorial Boards:

- a) M. Lokendro Singh: President All Manipur College Teachers Association and Zonal Secretary of All India federation of University and College Teachers Organizations
- b) Kh. Debendra Meetei: member and resource person of National translation mission 2013-15 under Ministry of Human resource development Government of India and also Resource person of Language planning and Implementation Department, Govt. of Manipur

22. Student projects:

a) Percentage of students who have done in house projects including inter departmental/ programs:

Compulsory Sem-1 to Sem-6 on Environmental and related subject topics: 100%

b) Percentage of students placed for projects in organizations outside the institution i.e. in research laboratories/ Industry/ other agencies: NIL

23. Awards/ Recognitions received by faculty and students: Excellent teacher award 2000 by Navodaya Vidyalaya Khumbong to Dr. M. Phalguni Singh

24. List of the eminent academicians and scientists/ visitor to the department:

Prof. N. Rajmuhon Singh of MU (member of subject expert committee)

25. Seminar/ Conference/ workshop organized & the source of funding

- a) Three day workshop on "Question setting and evaluation" (Departmental) on Nov. 6th-8th 2014. Funding: UGC
- b) National: NIL
- c) Key roles to organize International conference cum workshop IBCCW-2015. / Funded by SMART

Name of the Course / Program	Application	Selected	Enrolled	Pass percentage
------------------------------	-------------	----------	----------	-----------------

(refer question no.4	received	2014-15	M	F	
B.Sc.Sem-1 (Chemistry)	146	53Exam 44	19	34	Waiting
B.Sc.Sem-II(Chemistry)	178	47	26	21	80.85%
B.Sc.Sem-III(Chemistry)		47	26	21	Waiting
B.Sc.Sem-IV (Chemistry)					
B.Sc.Sem-V (Chemistry)	6	6	5	1	Waiting
B.Sc.Sem-VI (Chemistry)	8	8	7	1	87.5%

26. Student profile programs / course wise: 2014-2015

M= Male F = Female

27. Diversity of students

Name of the Course	% of students from the same state	% of students from the other states	% of students from abroad
BSc. (Hon.) Chem Sem -1	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.: Not arise

29. Student progression

Students progression	Against % enrolled
UG to PG	60%
PG to M. Phil	Not arise
Ph.D. to Post- Doctoral	30%
Employed	60%
Campus selection Other than campus recruitment	Nil Active service like military , paramilitary and other Govt. jobs
Entrepreneurship/ Self- employment	20% particularly women in the field of embroidery ( Manipuri textile like Mapal naiba , Phigee , Moirang fi, Safi lanfi etc.

30. Details of Infrastructural facilities

- Library: The department as well as the College library has enough good books
- Internet facilities for Staff & students: Available Wi-Fi connection inside College campus
- Class room with ICT facility: Two common smart class rooms used
- Laboratories: It has two laboratories to meet the present need of the students

31. Number of students receiving financial assistance from College, University, Government or other agencies: All the students belonging to SC/ST received scholarships from Government.

32. Details on students enrichment programs (special lectures / workshops/ seminar) with external expert: The department has compulsory to organize students seminar, Quiz, group discussion etc. for every semester course

33. Teaching methods adopted to improve student learning:

Traditional Lecture cum Smart class

Group-wise and unit-wise quiz programmes.

Group-wise project work, class tests, home assignments, outdoor activities, skills, moral behaviour etc.

Periodical examinations and Group Discussion.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

NSS camp, Blood donation camp, Eye care camp

35. SWOC analysis of the department and future plans:

**Strength:**

a. Chemistry honours students pass out in their final examination with good results every year and they get chance for higher studies in different universities and abroad

b. The department has an efficient and dedicated faculty.

**Weakness:**

a) Shortage of Classrooms with modern equipment like smart board, sound system to enable seminar, group discussion of our own department.

b. Shortage of laboratories and laboratory staff (two post are lying vacant and one laboratory staff is also going to retire

**Opportunities:**

Chemistry honours students with good results get opportunity for higher studies in various fields like, applied chemistry, Bio, Marine, agriculture Chemistry & Environmental studies along with other technological and vocational field like packaging etc.

**Challenges:**

In spite of the poor facilities of the laboratories and shortage of laboratory staff of the department, at present the teachers are doing at the best level to fulfill all the requirement of the students according to the new syllabus adopted. More over the teachers of the department are trying to increase the number of Homs. Students also. The department is also trying to propose for opening of PG classes at the earliest.

**Future plans:**

Up gradation of the laboratory and purchasing more modern equipment for the laboratory and applied for new projects and opening of PG classes.

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### iv. BOTANY

- 1.Name of the department : Botany Department
- 2.Year of Establishment : 1963 , 7th August
- 3.Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : B. Sc. (Honours)  
B. Sc. General (Elective)
- 4.Names of Interdisciplinary courses and the departments/units involved :  
COP Mushroom Cultivation  
COC Bioinformatics in Biodiversity  
COC Food Processing & Quality Control.
- 5.Annual/ semester/choice based credit system (programme wise) :  
1<sup>st</sup> & 3<sup>rd</sup> (Autonomous) Semester in Botany  
5<sup>th</sup> Semester(H) (M.U.) Semester in Botany
- 6.Participation of the department in the courses offered by other departments :  
Not applicable
- 7.Courses in collaboration with other universities, industries, foreign institutions, etc. :  
Not applicable
- 8.Details of courses/programmes discontinued (if any) with reasons : Not applicable
- 9.Number of Teaching posts

Posts	Sanctioned	Filled
Professors	0	0
Associate Professors	2	2
Asst. professors	3	3
Asst. Professors (Part Time)	0	2
Guest Lecturer	0	1

- 10.Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No of Years of teaching	No.of Ph.D. Guided
P. Mangi Devi	M. Sc	Associate Professor	Cytogenetics, Genetics & Plant Breeding	33 years	
Padamaja Sanjenbam	M. Sc M.Phil	Associate Professor	Plant Pathology	26 years	
L. Drumbajit	M. Sc	Assistant Professor	Microbial Ecology	21 years	
L. Degachandra	M.Sc	Assistant Professor	Ecology	24 years	
Dr. Y Pramoda	M. Sc Ph. D	Assistant Professor	Plant Physiology	23 years	

N. Nirupama	M. Sc. M. Phil	Assistant Professor	Plant Physiology	18 years	
H. Rajesh Sharma	M. Sc M. Phil	Assistant Professor	Plant Pathology	18 years	
R. K. Imosana	M. Sc. (NET)	Assistant Professor	Environmental Science	7 years	

11. List of senior visiting faculty : Not Applicable

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 30%

13. Student -Teacher Ratio (programme wise) :

Level of Study	Ratio
B.Sc. 1 <sup>st</sup> Semester	10:1
B. Sc. 3 <sup>rd</sup> Semester	10:1
B.Sc. 5 <sup>th</sup> Semester	12:1

14. Number of academic support staff (technical) and administrative staff, sanctioned and filled

Posts	Sanction	Filled
Support Staff(Technical)	3	1
Administrative Staff	0	0

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Name	Qualification
P Mangi Devi	M. Sc.
Padamaja Sanjenbam	M.Sc. Phil
L. Drumbajit	M. Sc.
L. Degachandra Singh	M. Sc.
Dr. Y Pramoda Devi	M.Sc. Ph D
N. Nirupama Devi	M.Sc. Phil
H Rajesh Sharma	M.Sc. Phil
R. K. Imosana Singh	M. Sc. NET, ICAR, Working Ph.D.

16. Number of faculty with on going projects from a) National – COC – P. Mangi Devi, Associate Professor, Coordinator (1) Mushroom Cultivation (2) Food processing and quality control and R.K. Imosana Singh, Assistant Professor, Coordinator of Bioinformatics in Biodiversity.

b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received :

COP-Mushroom Cultivation  
COC-Bioinformatics in Biodiversity  
COC-Food Processing & Quality Control

Sl. No.	Name of Co-ordinator	Duration	Funding Agency	Allocated	Received	Status
1	P. Mangi Devi	2009 - 2015	U. G.C.	10 Lakhs	10 Lakhs	ongoing
2	R.K. Imosana	2010 - 2015	U. G.C.	10 Lakhs	10 lakhs	ongoing
3	P. Mangi Devi	2010 - 2015	U.G.C.	10 Lakhs	10 Lakhs	ongoing

\*Received Minor Research Project entitled “Screening and evaluation of anti-oxidant properties of colour rice varieties of Manipur”. By – Dr. Y. Pramoda Devi, Assistant Professor

18. Research Centre /facility recognized by the University : Not Applicable

19. Publications:

\* a) Publication per faculty

\* Number of papers published in peer reviewed journals (national / international) by faculty and students

\* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

\* Monographs

\* Chapter in Books

\* Books Edited

\* Books with ISBN/ISSN numbers with details of publishers

\* Citation Index

\* SNIP

\* SJR

\* Impact factor

\* h-index

Other publication: Publication in the Seminar Processing

Faculty	A	B	Total
P. Mangi Devi	2		2
Dr. Y. Pramoda Devi	2		2

(a) P. Mangi Devi, Associate Professor :-

1. Presented the paper on Human Rights – “A Global change” organised by Internal Quality Assurance Cell (IQAC) lady keane College, Shillong Meghalaya, India held on Dec. 7-8, 2012

2. As Resource person on “Critical evaluation of the academic culture prevailing in the India education system – the need to employ ECTs” sponsored by UGC, organized by Oriental College, Imphal, held on 19<sup>th</sup> to 20<sup>th</sup> July, 2013.

(b) Dr. Y. Pramoda Devi, Assistant Professor :-

1. Paper presented “ Nutritional quality of some aromatic rice varieties of Manipur”. National conference on Prospects and Challenges in indigenous foods and drinks Sector” 11<sup>th</sup> to 12<sup>th</sup> April at Central Agricultural University, Iroisemba, Imphal.
2. Cooking quality of indigenous aromatic rice bio resources of Manipur. Two day national Seminar on Challenges and perspectives of climate change and its impact on local Bio resources (Flora and Fauna) 30 to 31<sup>st</sup> Oct. 2015 and Modern College, Imphal.

20.Areas of consultancy and income generated :

COP (Mushroom Cultivation)

COC (Food Processing & Quality Control)

21.Faculty as members in

a) National committees

Botanical Societies of Manipur – P. Mangi Devi, Executive member

b) International Committees - H. Rajesh Sharma, Name in Plan (NAP)

c) Editorial Boards....

22.Student projects

Percentage of students who have done in-house projects including inter departmental/programme – 100%

(Seminar conducted by department during CIA process for B.Sc. 1<sup>st</sup> and 3<sup>rd</sup> Semester).

\*Percentage of students placed for projects in organizations outside the institution i.e.in

Research laboratories/Industry/ other agencies: Not applicable

\*Awards / Recognitions received by faculty and students: Awards in form of financial/books/certificates are given to the best selected students of Botany at the course end examination.

23.List of eminent academicians and scientists / visitors to the department:

i. L. Somorjit Singh, Associate Professor, Imphal College, Botany Department

ii. M. Raghmani Singh, Associate Professor, Manipur College, botany Department

iii. Dr. N Debananda Singh, Professor, Manipur University, Department of Biochemistry

iv. Dr. Rajmohon ,Professor Manipur University, Department of Chemistry

v. Dr. P.Kumar Singh, Professor Manipur University, Department of Life Sciences

24.Student profile programme/course wise:

2011 -2012

Name of the programme	Application received	Selected	Enrolled		Pass P.C.
			*M	*F	
B. Sc. 1 <sup>st</sup> Semester	150	141	80	61	
B. Sc. 3 <sup>rd</sup> Semester	47	47	25	22	
B. Sc. 5 <sup>th</sup> Semester(H)	10	4	3	1	

2012 -2013

Name of the programme	Application received	Selected	Enrolled		Pass P.C.
			*M	*F	
B. Sc. 2 <sup>nd</sup> Semester	120	116	65	51	
B. Sc. 4 <sup>th</sup> Semester	103	94	43	51	
B. Sc. 6 <sup>th</sup> Semester(H)	5	3	1	2	
B. Sc. 6 <sup>th</sup> Semester(G)	4	3	3	x	

2013 -2014

Name of the	Application	Selected	Enrolled	Pass P.C.
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programme	received		*M	*F	
B. Sc. 1 <sup>st</sup> Semester	180	170	72	98	
B. Sc. 3 <sup>rd</sup> Semester	87	87	56	31	
B. Sc. 5 <sup>th</sup> Semester(H)	40	31	15	16	

2014 -2015

Name of the programme	Application received	Selected	Enrolled		Pass P.C.
			*M	*F	
B. Sc. 2 <sup>nd</sup> Semester	130	118	55	53	
B. Sc. 4 <sup>th</sup> Semester	139	139	61	78	
B. Sc. 6 <sup>th</sup> Semester(H)	60	51	22	29	

\*M=male, \*F=female

## 25.Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B. Sc. 1 <sup>st</sup> Semester	100	0	
B. Sc. 3 <sup>rd</sup> Semester	98	2	
B. Sc. 5 <sup>th</sup> Semester	100	0	

26.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc. ?

Ph. Dinesh Kumar got Defence Service

Ronunchandra got SLET,

Mr. Tompok Singh, MMT,

Aheibam Ananda Singh, Army etc.

27. Student progression:

Progression	Against % enrolled
UG to PG	40%
PG to M.Phil.	...
PG to Ph.D.	...
Ph.D. to Post-Doctoral	...
Employed	...
Campus selection	2%
Other than campus recruitment	50%
Entrepreneurship/Self-employment	85 %

28.Details of Infrastructural facilities

Library:The department has its own library which is quite rich in collection of books.

No. of books: 220 (reference books, text books, practical books, journal, etc.)

Internet facilities for Staff & Students :- The department has three computers with LAN connections and internet facilities.

Class rooms with ICT facility :- The department is planning to provide ICT facility.

The department uses an overhead projector and LCD projector for teaching.

Laboratories: The department has moderately equipped laboratories and it is also adjusted with the equipments of COC and Biotech Hub.

29. Number of students receiving financial assistance from college, university, government or other agencies :- The student belongs to Scheduled caste/ Scheduled Tribe/OBC received scholarship from the government.

30. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :- Especially for the honours students – Honours supporting Course is compulsory from 3<sup>rd</sup> Semester.

External Experts: (a) Ishori Devi (guest Lecturer) (Special lectures)

(b) M. Ronunchandra

31. Teaching methods adopted to improve student learning

Student Centric teaching – Learning Process

Lecturer Method

Audio – Visual teaching Method

Remedial special classes, tutorial, etc.

CIA methods- Unit Test, Seminar, Home Assignment, Quiz, Project, Group Discussion and Attendance (as an internal Assessment) carrying 10 Marks (Unit Test) & others 5 marks each.

32. Participation in Institutional Social Responsibility (ISR) and Extension activities

The students and the Faculty members regularly participated in the institutional social responsibility & extension activities organised by the college NSS unit and A.P.C. Eco Club & Health Unit of the college.

Dr. Y. Pramoda Devi, Assistant professor in Botany is a programme officer of NSS unit II of the college since 2012 & actively carrying out various extension activities with the students.

33. SWOC analysis of the department and Future plans

**Strength** – Highly experienced and qualified faculty members under the head of the department and young and energetic faculty members who had completed Ph. D, M Phil, NET with academic administration of autonomous of Oriental college & Manipur University of Manipur, Students & other staff members as human resource.

**Weakness** – Shortfall of supporting staffs & weak/poor infrastructural facilities.

**Opportunity** – There is possible scope in near future to develop the departmental as an advance centre of teaching cum research facility provided the weakness are address properly, involvement of good students as guest lecturer.

**Challenges:** Good results in both Honours & general courses, to acquaint them with latest development of topics of their syllabus to effectively advanced teaching & research tools, & to create interest and enthusiasm in different areas of plant sciences.

**Future plan:** The department has future plans to-

Develop a separate tissue- culture laboratory and a growth – Chamber Facility.

Develop a full- fledged plant cell biology & Biochemistry laboratory.

Develop a full-fledged botanical garden .

Develop an e-Herberium system.

For studying cytogenetics, micromorphology& other parts as per syllabus with advanced microscopic system.

Develop an effective alumni association & publication of a scientific journal. Periodical organization of workshop Seminar/Quiz as regional & National Level.

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### v. MATHEMATICS

1. Name of the department: Department of Mathematics
2. Year of establishment : 1963
3. Name of Programmes / Courses offered: B.A. (Honours) in Mathematics  
B.Sc. (Honours) in Mathematics
4. Names of Interdisciplinary courses: NIL  
And the departments / units involve
5. Annual / semester / choice based credit system (programme wise)
  - a) B.A. (Honours) in Mathematics – Semester system
  - b) B.Sc. (Honours) in Mathematics – Semester system
6. Participation of the department in the Courses offered by other department: NIL
7. Courses in collaboration with other Universities, industries, foreign institution,etc.: NIL
8. Details of courses / programmes discontinued : NIL
9. Number of teaching posts:
 

<u>Teaching posts</u>	<u>Sanctioned</u>	<u>Filled</u>
Professors	-----	-----
Associate Professors	-----	2
Asst. Professors	5	2(part-time Lecturers)
10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D.Litt. / Ph.D. / M.Phill. Etc.,)

Sl. No.	Name	Sex	Designation	Qualification	Specialization	No. of teaching years
1.	P. Memcha Devi	F	Associated Professor	M.Sc.	Algebra, F.A.	36
2.	L. Ibeni Devi	F	Associated Professor	M.Sc., M.Phill.	Operational research, Numerical analysis and fixed point theory	28
3.	Kh. Bikramjit Singh	M	Lecturer (part-time)	M.Sc., M.Phill.	Astronomy, Complex Var.	17
4.	L. Ragini Devi	F	Lecturer (part-time)	M.Sc., M.Phill.	Plasma Physics. M.H.D.	17

1. Potsangbam Memcha Devi
- A. Seminar / Conference / Workshop:

- i) Two day workshop on Nanotechnology and its application in Science and Engineering from 23-24 March, 2013 at NIT, Manipur.
  - ii) Two day Seminar on Traditional system in the action plan on climate change held on 22<sup>nd</sup> and 23<sup>rd</sup> Feb. 2013 at Oriental College.
  - iii) Two day Seminar on NAAC Assessment and Accreditation an institutional challenge in the domain of academic excellence held on 17<sup>th</sup> and 18<sup>th</sup> Aug. 2012 at Oriental College.
  - iv) Seminar on changing trends in Social Development on 14<sup>th</sup> Jan. 2010 at Oriental College.
  - v) Seminar on Assessment and Accreditation of College in Manipur: Basic issues held on 3<sup>rd</sup> Aug. 2010 at Oriental College.
  - vi) Seminar on National knowledge Commission report, its impact on higher education on 28<sup>th</sup> April 2007 at Oriental College.
  - vii) Five day workshop on Evaluation for University and College teachers from 14-18 Nov. 2006 at Oriental College.
  - viii) Two day workshop on Evaluation from 10-11 Aug. 2005 at Oriental College.
  - ix) Two day Seminar on Higher Education in Manipur – its problems and prospects held on 2-3 Aug. 2003 at GM hall.
  - x) Conference of the Manipur Historical Society on 29-30 Nov. 1996 at NG College.
- B. Refresher Course / Computer Course:
- i) Refresher course in mathematics from 15<sup>th</sup> Dec. 1998 to 9<sup>th</sup> Jan. 1999 at M.U.
  - ii) Condensed course in computer programming in basic from 19<sup>th</sup> Dec. 1986 to 17<sup>th</sup> Jan. 1987 at M.U.

## 2. Laishram Ibeni Devi

- A. Seminar:
- i) UGC National Seminar on April 11-12, 2011 (Imphal College)  
Topic: Women in Science and Social Science in North East India.
  - ii) National Seminar Nov. 4-5, 2011  
Topic: Accreditation Strategies for quality sustenance in Colleges.
  - iii) INS National Seminars (AEPPP-2010) Aug. 28 2010  
Topic: Atomic Energy for Peace, Power and Prosperity.
  - iv) Seminar on National knowledge commission report – its impact on higher education. April 28<sup>th</sup>, 2007
  - v) Seminars on Teachers in higher Education. 28-29 May 2007.
  - vi) Seminar cum Workshop on Reforms of Curricula and Syllabi for first degree course. 27-29 Oct. 2006.
  - vii) UGC National Seminar on Higher Education in the North East India – its problem and prospects. 23-24 Arpil 2005.
  - viii) UGC Seminar on Astronomy and Astrophysics. 25-27 Nov. 2004.
- B. Workshop:
- i) Workshop and Mini colloquia, (NIT, Manipur and IEEE EDS) on Future of Nano Electronics. 30<sup>th</sup> April 2012.
  - ii) Mini – MTTs. (M.U. & NBHM), Aug. 27 to Sep. 1, 2012.

- iii) National Workshop. (M.U. and Cryptology Research society of India, Institute of Math. Science, Chennai). Topics: Instructional Workshop on Cryptology. May 5-7, 2010.
  - iv) Workshop on Patent Awareness and IPR Issues. Feb. 8, 2010. (MASTEC, TIFAC).
  - v) Workshop on 3 day Resource persons Training Workshop on Understanding Weather and Climate. Feb. 22-24, 2010. (NCSTC, India).
  - vi) Workshop on Information security (WIS – 06), Feb. 6, 2006. (DOEACC Centre, Imphal)
  - vii) 5-day Workshop Evaluation for University & College Teachers. 14-18 Nov. 2006.
  - viii) UGC Workshop in Capacity building for Women Managers in higher Education. 18-22 March, 2009.
  - ix) 3 months condensed course on computer. Feb 7- May 13, 2005. (DOEACC, Imphal).
  - x) Workshop on Model Rocketry. March 25-30, 2003, (NCSTC, MASTEC).
  - xi) Training Workshop on Disaster Management. July 29-31, 2002 (by RVPSP & MASTEC).
  - xii) Short term course on the Pascal Programming. 7/6/2005 to 28/6/2005 (M.U.).
  - xiii) 3 week Pascal programming course 16 July to % Aug. 2003, M.U.).
  - xiv) ISI – MU Winter School on Data Mining and Computational Biology. Jan 28- Feb. 1, 2008.
  - xv) Short term course on Information Security. 5-9 Nov. 2007 ( DOEACC).
- C. Conference:
- i) UGC and MASTEC, Conference on The Important of Intellectual property Rights (IPR) in Scientific Research & Development. 24-26 Feb., 2012.
  - ii) 14<sup>th</sup> International Conference CONIAS – XIV, Dec 22-24, 2011, NIT, Surat.
  - iii) National Conference on History of Mathematics: Its role in Science and Society. 19-21 Dec. 2008 (NCHM, M.U.).
- D. Refresher Course:
- i) UGC Special Summer School in Basic Sciences (M.U.), 3-24 Oct. 2008.
  - ii) Refresher Course on Computer 20 Aug-23 Nov. 2007 9DOEACC, Imphal).
  - iii) UGC Refresher Course in Mathematics. June 22 – July 12, 2007 (M.U.).
  - iv) UGC Refresher Course in Mathematics (M.U.) June 3-26, 2002.
  - v) UGC Refresher Course in Mathematics. Dec. 19 – Jan. 15, 2002.
  - vi) UGC Refresher Course. Dec. 15, 1998 – Jan 9, 1999.

### 3. Khundrakpam Bikramjit Singh

#### A. Seminar / Conference / Workshop:

- i) 2 day Workshop on evaluation from 10-11 Aug. 2015 at Oriental College.
- ii) Seminar on National knowledge Commission report, its impact on higher education on 28<sup>th</sup> April 2007 at Oriental College.
- iii) Seminar on changing trends in Social Development and scientific development and role of literature in social development on 14<sup>th</sup> Jan. 2010 at Oriental College.
- iv) Seminar on Assessment and Accreditation of College in Manipur: Basic issues held on 3<sup>rd</sup> Aug. 2010 at Oriental College.

- v) Two day Seminar on NAAC Assessment and Accreditation an institutional challenge in the domain of academic excellence held on 17<sup>th</sup> and 18<sup>th</sup> Aug. 2012 at Oriental College.
- vi) Two day Seminar on Traditional system in the action plan on climate change held on 22<sup>nd</sup> and 23<sup>rd</sup> Feb. 2013 at Oriental College.

4. Laishram Raghini Devi

A. Seminar / Conference / Workshop:

- i) 3 day UGC Seminar on astronomy and astrophysics.
- ii) UGC National seminar on higher education in North East India: Its problems and prospects.
- iii) Two day Seminar on Traditional system in the action plan on climate change held on 22<sup>nd</sup> and 23<sup>rd</sup> Feb. 2013 at Oriental College.
- iv) Two day workshop on Nanotechnology and its application in Science and Engineering from 23-24 March, 2013 at NIT, Manipur.

B. Refresher course / Computer Course:

- i) Refresher course on computer from 24 April 2006 to July 2006.
- ii) 3 day National Seminar on Higher Education in North East India: Its problems and prospects.

- 11. List of senior visiting faculty 3
- 12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty NIL
- 13. Student – Teacher Ratio (programmes wise)

Year	Ratio(Student-Teacher)		
	1 <sup>st</sup> yr.	2 <sup>nd</sup> yr.	3 <sup>rd</sup> yr.
2011-2012	8:1	4:1	2:1
2012-2013	4:1	5:1	2:1
2013-2014	15:1	2:1	No honours
2014-2015	7:1	10:1	No honours

- 14. Number of academic support staff (technical) and administrative staff: NIL
- 15. Qualification of teaching faculty with D.Sc. / D.Litt. / Ph.D. / M.Phill. / PG.

Name	Qualification
P. Memcha Devi	M.Sc.
L. Ibeni Devi	M.Sc., M.Phill
Kh. Bikramjit Singh	M.Sc., M.Phill.

L. Ragini Devi	M.Sc., M.Phill.
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16. Number of faculty with ongoing projects from a) national b) international funding agencies and grants received: NIL

17. Department projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received Minor Research project:

L. Ibeni Devi, Asso. Prof. undertook a Minor research project Funded by UGC (NERO)

Ref. No. F.5 – 238 / 2011-12 / MRP / NERO / 10754

Dated, the 30<sup>th</sup>, Nov.2011

[From 04-04-2012 to 23-03-2013]

Topic : “ Some fixed point theorems in cone Metric Space “

Amount sanctioned : Rs. 1,25,000 /-

Status : Completed.

18. Research Centre / facility recognized by the University: NIL

19. Publications:

- a) Publication per faculty
- b) Number of papers published in per reviewed journals (national / international) by faculty and students
- c) Number of publications listed in International Database (For eg. Web of science, scopus, humanities international complete, dare database – international social sciences directory, EBSCO host, etc.)
- d) Monographs
- e) Chapter in Books
- f) Books Edited
- g) Books with ISBN / ISSN numbers with details of publishers
- h) Citation Index
- i) SNIP
- j) SJR
- k) Impact factor
- l) h-index
- k) Impact factor Range

Publication for L. Ibeni Devi, Associate professor:

Faculty	a	b	c	d	e	F	g	h	i	j	k	L
L. Ibeni Devi	3 International	-	-	-	-	-	-	-	-	-	1.3-1.5	-

1.Topics:“Compatible mappings of type (A-1) and type (A-2) in cone matric space.”

Available online at [http://scik.org/J.math.comput.sci.2\(2012\),No.6,1612-1621](http://scik.org/J.math.comput.sci.2(2012),No.6,1612-1621).

ISSN:1927-5307

2. Topics:“Related fixed point theorems for three set valued mappings on three uniform spaces.”International J. of mathematical analysis, ISSN 1312-8876. Vol.6, No. 9-12, 2012, 415-427.

3. Topics:“Remarks on common fixed point theorems of Rajesh ET AL.”

International J. of math. Sci. & engg. Appls (IJ MSEA) ISSN 0973-9424, Vol.7, No. VI (Nov.,2013), PP. 97-109

Papers published and presented in the international conferences.

1. Topics:“Fixed points of compatible mappings on type (R) in fuzzy matric space.”

(presented in the 14<sup>th</sup> International Conference (CONIAPS-XIV) Dec. 22-24,2011, S.V.N.I.T., Surat sponsored by CSIR,PRDO)

2. Topics:“Fixed point theorem of S-compatible on multiplicative matric space.”(presented in the International conference on ETSER 2015,2-4 Dec. organized by NIT, Manipur at Imphal)

20. Areas of consultancy and income generated: NIL

21. Faculty as members in

a) National committees NIL

b) International committees NIL

c) Editorial Boards..... NIL

22. Students projects

a) Percentage of students who have done in-house projects including inter department / programme NIL

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories / Industries / other agencies NIL

23. Awards / Recognitions received by faculty NIL

24. List of eminent academicians and scientists / visitors to the department: NIL

25. Seminars / conferences / Workshops organized & the source funding

a) National NIL

b) International NIL

26. Student profile programme / course wise:

2010-2011

Classes	M	F	Total	Pass percentage
B.Sc. 1 <sup>st</sup> year	17	3	20	65
B.Sc. 2 <sup>nd</sup> year	4	1	5	100
B.Sc. 3 <sup>rd</sup> year	14	1	15	100

2011-2012

Classes	M	F	Total	Pass percentage
B.Sc. 1 <sup>st</sup> year	24	5	29	65
B.Sc. 2 <sup>nd</sup> year	10	3	13	100
B.Sc. 3 <sup>rd</sup> year	4	1	5	100



2012-2013

Classes	M	F	Total	Pass percentage
B.Sc. 1 <sup>st</sup> year	13	0	13	54
B.Sc. 2 <sup>nd</sup> year	15	4	19	100
B.Sc. 3 <sup>rd</sup> year	5	0	5	100

2013-2014

Classes	M	F	Total	Pass percentage
B.Sc. 1 <sup>st</sup> year	46	12	58	66
B.Sc. 2 <sup>nd</sup> year	7	0	7	100
B.Sc. 3 <sup>rd</sup> year	Nil	Nil	nil	

2014-2015

Classes	M	F	Total	Pass percentage
B.Sc. 1 <sup>st</sup> year	22	4	26	70
B.Sc. 2 <sup>nd</sup> year	25	13	38	100
B.Sc. 3 <sup>rd</sup> year	Nil	Nil	Nil	

27. Diversity of Students

Name of the Course	% students from the same state	% students from other States	% students from abroad
B.Sc. (V sems. Honours)	100%	-	-
B.Sc. (III sem. Honours)	100%	-	-
B.Sc. (III sem. allied)	100%	-	-
B.Sc. (I sem. allied)	100%	-	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. : N.A.

29. Student progression

Student progression	Against % enrolled
UG to PG	30%
Employed Campus selection Other than campus recruitment	-----
Entrepreneurship / Self-employment	-----

30. Details of infrastructural facilities

a) Library

The department has few books and journals.

b) Internet facilities for Staff & Students

The department has 2 computers desktop, 1 laptop with printer. No internet facility.

c) Classroom with ICT facility

There is no sufficient computer laboratory room.

d) Laboratories

A small room attached to the department with 2 computer desktop with printer

31. Number of students receiving financial assistance from college, university, government or other agencies.

- a) All the students belonging to SC / ST / OBC receiving scholarship from government.
- b) Some qualified students receives scholarship from UGC.

32. Details of student enrichment programmes (special lectures / workshops / seminar) with external experts

Enrichment of courses

- a) Extra classes are taken up on important chapters.
- b) Regular class test are taken up for all classes.
- c) Providing study materials on selected topics.

Remedial courses

- a) Extra classes are given to the weak students.

33. Teaching methods adopted to improve student learning

- a) Modern teaching aids and tools like computer.
- b) Giving of regular home assignments.
- c) Seminars on relating topics, quiz, group discussion projects as a part of CIA (Continuous Internal Assessment).

34. Participation in institutional Social Responsibility (ISR) and Extension activities:

The students and the Faculty members regularly participate in the Institutional Social Responsibility and Extension activities organized by the college NSS Units.

35. SWOC analysis of the department and Future plans:

Strength: Dedicated faculty and almost satisfactory infrastructure facility.

Weakness: Requirement of some more computer.

Opportunities: Students passed out with good results in Mathematics honours from this department get opportunity for higher studies in various fields like pure, applied Mathematics in different universities and institutes.

Challenges: Faculties member are work hard for the students for their bright future and ready to assist the students academically to reach their goal.

Future plans:

To organize national seminars.

To organize evaluation workshops.

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### vi ANTHROPOLOGY

- 1.Name of the Department : Anthropology
- 2.Year of establishment : 7/9/1987
- 3.Is the Department part of a School/Faculty of the university? :No.
- 4.Names of programmes offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., D.Sc., D.Litt., etc.)  
:B.Sc./B.A. (Honours) in Anthropology  
:B.Sc./B.A. (General)
- 5.Interdisciplinary programmes and departments involved : N.A.
- 6.Courses in collaboration with other universities, industries, foreign institutions, etc. : N.A.
- 7.Details of programmes discontinued, if any, with reasons : N.A.
- 8.Examination System: Partly Choice Based Credit System Semester
- 9.Participation of the department in the courses offered by other departments: N.A.
- 10.Number of teaching posts sanctioned, filled and actual (Professors/Associate Professors/Asst. Professors/others):

Teaching posts	No. sanctioned	No. actually filled
Professor	Nil	Nil
Associate Professor	3	3
Asst. Professor	2	1
Others: Part-Time teacher	-	4

- 11.Faculty profile with name, qualification, designation, area of specialization, experience and research under guidance

Name	Qualification	Designation	Specialization	No. of Years of experience	No. of Ph. D./M.Phil. students guided
L. Wormila Hungyo	M.Sc.	Asst. Prof.	Social & Cultural Anthropology	28 years	X
L. Mani Singh	M.Sc.	Assoc. Prof.	Social & Cultural Anthropology	28 years	x
M. Subadani	M.Sc.	Assoc. Prof.	Physical Anthropology	19 years	X
Dr. Yumnam Reena	M.Sc./ Ph.D	Asst. Prof.	Physical Anthropology	23 years	X
Dr. R.K. Meena	M.Sc./ Ph.D./ D.C.A.	Part-time lecturer	Physical Anthropology	20 years	x

Dr. Thingujam Medhabati	M.Sc./ Ph.D	Part-time lecturer	Physical Anthropology	20 years	X
Dr. Thangjam Premeshwori	M.Sc/ B.Ed./ Ph.D	Part-time lecturer	Physical Anthropology	18 years	X

12. List of senior Visiting Fellows, adjunct faculty, emeritus professors

- i) Dr. M. Manibabu Singh – Assoc. Prof. Department of Anthropology, Manipur University, Canchipur.
- ii) Dr. L. Nobinchandra Singh – Assoc. Prof. P.G. Department of Anthropology, D.M. College of Science.

13. Percentage of classes taken by temporary faculty – programme-wise information – 45%

14. Programme-wise Student Teacher Ratio

- i) B.Sc. (Honours) – 5 : 1
- ii) B.Sc (General) – 9 : 1

15. Number of academic support staff (technical) and administrative staff: sanctioned, filled and actual

- i) Sk. Rajesh Singh - Laboratory Assistant.
- ii) Chongtham Asangbi Devi – Laboratory Attendant.

16. Research thrust areas as recognized by major funding agencies: Comparative physical and cultural

characters among ethnic groups of Manipur.

17. Number of faculty with ongoing projects from a) national b) international funding agencies and c) total grants received. Give the names of the funding agencies, project title and grants received project-wise: Nil (during the last four years).

18. Inter-institutional collaborative projects and associated grants received

- a) National collaboration – Nil
- b) International collaboration - Nil

19. Departmental projects funded by DST-FIST; UGC-SAP/CAS, DPE; DBT, ICSSR, AICTE, etc.; total grants received. : Nil

20. Research facility / centre with state recognition /national recognition /international recognition.

Special research laboratories sponsored by / created by industry or corporate bodies – Nil

21. Publications:

\* Number of papers published in peer reviewed journals (national / international) – 2

- i. Dr. Rajkumarti Meena Devi Presented a paper entitled “ A Review on Bamboo Shoots as Food, its nutritive and cultural values” at the first International Bamboo Conference cum workshop (IBCCW – 2015), 22<sup>nd</sup> to 26<sup>th</sup> October organised by Oriental College (Autonomous) and Salai Holdings Pvt. Ltd. Imphal.
- ii. Dr. Thangjam Premeshwori Devi has published “A note on Vehicular Pollution and Hypertension in Imphal, Manipur” in the special issue of India an Journal of Physical Anthropology and Human Genetics (January – December) 2010.

\* Monographs : Nil

\* Chapters in Books: Nil

\* Edited Books : Nil

\* Books with ISBN with details of publishers : Nil

- \* Number listed in International Database (For *e.g.* Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : Nil
- \* Citation Index – range / average : Nil
- \* SNIP : Nil
- \* SJR : Nil
- \* Impact Factor – range / average : Nil
- \* h-index : Nil

22.Details of patents and income generated

Areas of consultancy and income generated : Nil.

23.Faculty selected nationally / internationally to visit other laboratories / institutions industries in India and abroad – Nil

24.Faculty serving in a)National committees b) International committees c) Editorial Boards d) any other (please specify)

a).National Committee

L.W. Hungyo : Member Anthropological Society of Manipur.  
:Life member – Indian National Confederation and Academy of Anthropology, Kolkata.  
:Member IFUCTO.

L. Mani Singh :Member Anthropological Society of Manipur.  
:Life member – Indian National Confederation and Academy of Anthropology, Kolkata.  
:Member IFUCTO.

M. Subadani Devi :Executive Member Anthropological Society of Manipur.  
:Life member – Indian National Confederation and Academy of Anthropology, Kolkata.  
:Member IFUCTO.

Dr. Y. Reena :Member Anthropological Society of Manipur.  
:Life member – Indian National Confederation and Academy of Anthropology, Kolkata  
:Member IFUCTO.

Dr. Rajkumari Meena:Member Anthropological Society of Manipur.  
:Life member – Indian National Confederation and Academy of Anthropology, Kolkata.

Dr. Th. Medhabati :Member Anthropological Society of Manipur.  
:Life member – Indian National Confederation and Academy of Anthropology, Kolkata.

Dr. Th. Premeshwori: Member Anthropological Society of Manipur.  
:Life member – Indian National Confederation and Academy of Anthropology, Kolkata.

25.Faculty recharging strategies (UGC, ASC, Refresher / orientation programs, workshops, training programs and similar programs).

26. Student projects - percentage of students who have done in-house projects including inter-departmental projects : The students are assigned project works as per syllabus and as evaluative method.

-percentage of students doing projects in collaboration with other universities industry / institute : Nil

Year/ Session	Class/ Semester	No. of Students	Topic/ Area of Study	Teachers Guide	Remarks
2014-15	6 <sup>th</sup> Sem. (Hons)	2	Economic Organisation & Material Culture of Moirang Hanuba Leikai.	L.M. Singh	Excellent
		2	Festival & Dress & Ornaments of Moirang Hanuba Leikai.	Dr. Reena Yumnam	Excellent
		2	Family, Marriage, Kinship, Agricultural Implements of Moirang Hanuba Leikai.	Dr. R.K. Meena	Excellent
2013-14	6 <sup>th</sup> Sem. (Hons.)	Nil			
2012-13	6 <sup>th</sup> Sem. (Hons.)	7	Ethnographic profile of Khundi Village	L. Wormila M. Subadani	Excellent
	6 <sup>th</sup> Sem. (Gen)	2	-do-	Dr. Th. Medhabati	Good
2011-12	3 <sup>rd</sup> Year (Gen)	11	Lamdeng Khunou Village	L. Wormila Th. Premeshwori Dr. R.K. Meena	Good
2010-11	3 <sup>rd</sup> Year (Gen)	13	Changangei Kabui Village	L. Wormila Dr. Reena Yumnam M. Subadani	Good

27. Awards / recognitions received at the national and international level by

Faculty- Doctoral / post doctoral fellows / Students :

Awarded Doctor of Philosophy to Th. Premeshwori Devi of Anthropology Department by Manipur University in the year 2012.

28. Seminars/ Conferences/Workshops organized and the source of funding (national international) with details of outstanding participants, if any. : Nil

Participation of the teachers during the last four years-

Name	Seminar		Conference	Workshop	Short Term Course	Refresher
	National	State				
L. Wormila Hungyo	3	3	2	2	0	0
L. Mani Singh	3	3	0	2	0	0
M. Subadani Devi	3	4	1	2	0	0

Dr. Yumnam Reena	3	3	2	2	0	1
Dr. Rajkumari Meena Devi	3	3	3	2	0	0
Dr. Thingujam Medhabati Devi	3	3	1	2	1	0
Dr. Thangjam Premeshwori Devi	3	3	1	2	1	0

29. Student profile programme-wise:  
2011 - 2012

Name of the Programme	Applications received	Selected	Enrolled		Pass %
			Male	Female	
B.Sc. Sem – 1	80	64	33	31	100%
B.Sc. Sem – 2	64	64	33	31	
B.Sc. Sem - 3	21	21	9	12	75%
B.Sc. Sem – 4	9		9	12	
B.Sc. 3 <sup>rd</sup> Year (Hons) Yearly Exam group	nil	Nil			

2012 - 2013

Name of the Programme	Applications received	Selected	Enrolled		Pass %
			Male	Female	
B.Sc. Sem – 1	55	43	22	21	100%
B.Sc. Sem – 2	43	43	22	21	100%
B.Sc. Sem - 3	21	21	9	12	32.8%
B.Sc. Sem – 4	21	21	9	12	
B.Sc. Sem – 5 (Hons.)	7	7	2	5	100%
B.Sc. Sem. – 6 (Hons)	7	7	2	5	100%

2013 - 2014

Name of the Programme	Applications received	Selected	Enrolled		Pass %
			Male	Female	
B.Sc. Sem – 1	110	96	52	44	100%
B.Sc. Sem – 2	52	52	52	44	100%
B.Sc. Sem - 3		40	23	17	99%
B.Sc. Sem – 4	40	40	23	17	
B.Sc. Sem – 5 (Hons)		Nil			
B.Sc. Sem – 6 (Hons)		Nil			

2014 - 2015

Name of the Programme	Applications received	Selected	Enrolled		Pass %
			Male	Female	
B.Sc. Sem – 1	75	61	26	35	100%
B.Sc. Sem – 2	61	61	26	35	100%
B.Sc. Sem - 3	77	77	36	41	80%
B.Sc. Sem – 4	77	77	36	41	
B.Sc. Sem – 5 (Hons)	6	6	4	2	
B.Sc. Sem – 6 (Hons)	6		4	2	

30. Diversity of students

Name of the Programme	% of students	% of students from other	% of students from	% of students
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	from the same university	universities within the State	universities outside the State	from other countries
B.Sc. 1 <sup>st</sup> Sem.	100%	Nil	Nil	
B.Sc. 3 <sup>rd</sup> Sem.	99%	1%	Nil	
B.Sc. 5 <sup>th</sup> Sem.	100%	Nil	Nil	

31. How many students have cleared Civil Services and Defense Services examinations, NET, SET, GATE and other competitive examinations? Give details category-wise.

A good number of students selected in Defence services.

32. Student progression

Student progression	Percentage against enrolled
UG to PG	40%
PG to M.Phil.	N.A
PG to Ph.D.	N.A
Ph.D. to Post-Doctoral	N.A
Employed Campus selection Other than campus recruitment	N.A.
Entrepreneurs	60%

33. Diversity of staff

Percentage of faculty who are graduates of the same university, from other universities within the State, from universities from other States, from universities outside the country.

Affiliating university (%)	Other universities of the State (%)	Universities from other States (%)	Universities outside the country (%)
57.14	0	42.85	0

34. Number of faculty who were awarded M.Phil., Ph.D., D.Sc. and D.Litt. during the assessment period – 1

35. Present details of departmental infrastructural facilities with regard to-

i. Library: Text books and reference books for physical, social and cultural, Prehistoric Archaeology and Linguistics anthropology are available in the College Library. The



department has its own library supplied by the Principal's office and teachers collectively. Some of the books which are not available in the College library are available in the college Library. Anthropological journals and magazines are also available in the departmental library. Besides this, other resourceful books are also available just for Quick reference. More than 70 books have been kept in this departmental library.

ii. Internet facilities for staff and students: The Department is equipped with one desktop computer and one Lap-top with internet facilities.

iii. Total number of class rooms: 2 Departmental class rooms; 2 more rooms sharing in the common rooms.

iv. Class rooms with ICT facility: 1 room.

v. Students' laboratories: 2 departmental Labs. (Physical and Pre-historic Archaeology).

vi. Research laboratories: No separate research Lab. except the Dept. Labs.

36. List of doctoral, post-doctoral students and Research Associates

from the host institution/university - Nil

from other institutions/universities - Nil

37. Number of post graduate students getting financial assistance from the university.

:Does not arise.

38. Was any need assessment exercise undertaken before the development of new programme(s)? If so, highlight the methodology.

No new programme for the Dept. as yet.

39. Does the department obtain feedback from

a) faculty on curriculum as well as teaching-learning-evaluation? If yes, how does the department utilize the feedback?

b) students on staff, curriculum and teaching-learning-evaluation and how does the department utilize the feedback?

c) alumni and employers on the programmes offered and how does the department utilize the feedback?

The feedback is recorded and placed in the Departmental/BOS meetings for discussion and necessary correction. If required, the matter is forwarded to the Principal.

40. List the distinguished alumni of the department (maximum 10):

No data of distinguished alumni.

41. Give details of student enrichment programmes (special lectures / workshops / seminar) involving external experts.

Students seminar, group discussion, extension lecture by external experts are regularly organised.

42. List the teaching methods adopted by the faculty for different programmes.

Besides the routine lectures, Remedial and tutorial classes are taken regularly. Very weak students are given extra special/remedial classes in order to improve them. Seminars, Quizzes are performed at regular intervals. Project work and Group discussion are conducted by every teacher for the students. This helps them to understand the subject in a more practical way. Audio Visual teaching method helps the students to grasp the topic easier. Field work is made a part of the syllabus. This helps the students in experiencing and experimenting in the field by themselves. It is a research work training for them.

43. Highlight the participation of students and faculty in extension activities.  
Give details of “beyond syllabus scholarly activities” of the department.

The students are associated with NSS Wings and Eco Club of the College. The Dept. also incorporates social service (in the form of cleanliness) in the programme of Anthropological fieldwork.

44. Detail five major Strengths, Weaknesses, Opportunities and Challenges (SWOC) of the department.

- SWOC analysis of the department and future plans.

**Strength :-**

Adequate staffed with 7 (seven) faculty members, 4 (four) with Ph.D, with a teacher student ratio of: B.Sc. Honours – 1 : 5 and B.Sc. General – 1 : 9.

The department is assisted by a Lab. Assistant and a Lab. Attendant.

**Weakness:-**

Due to the lack of separate laboratories for different branches of Anthropology (Physical, Pre-History, Social and Cultural), the different tools and technology are not displayed properly in their respective places. Laboratory for physical Anthropology must be adequately large so that students can take the measurements of body and bone in their own comfort zone. A separate room is needed for blood grouping and dermatoglyphics with sterilization facilities. Poor in overall infrastructural set up.

**Opportunities:-**

There are few colleges in our state where Anthropology is opened, if the above weakness are addressed more students will take up the subject and it can help in different competitive examinations and other job opportunities.

**Challenges:-**

The main challenge is to rectify the weakness, for that the Head and the faculty need to carry forward the vision and objective with active support and understanding from the college administration, the Govt. Of Manipur and the U.G.C.

To acquaint the teachers and students with modern teaching learning process and to enthuse and create interest among the students.

To enhance the knowledge of the students with modern trends of the subject.

45. Future plans of the department:

Develop specialized laboratories for individual specialities of Anthropology.

Develop blood testing, Dermatoglyphics and genetics laboratories.

Develop a e-room with a sitting capacity of 30-35 students with good internet connectivity and with facility for webinar, distant learning facilities.

Develop alumni association, publication of journal and organise seminars and workshop

Open up P.G. courses in Anthropology.

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### vii. ECONOMICS

- 1.Name of the department : Department of Economics
- 2.Year of Establishment : 1963
- 3.Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)  
:U.G (B.A. Honours in Economics)
- 4.Names of Interdisciplinary courses and the departments/units involved: Nil
- 5.Annual/ semester/choice based credit system (programme wise): Semester System
- 6.Participation of the department in the courses offered by other departments : Nil
- 7.Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil
- 8.Details of courses/programmes discontinued (if any) with reasons: Nil
- 9.Number of Teaching posts

Teaching posts	Sanctioned	Filled
Professors	0	0
Associate Professors	2	2
Assistant Professors	2	2

- 10.Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of years of teaching	No. of Ph.D. guided for the last 4 years
Ch. Somorendra Singh	B.A. (Hons)M.A.	Associate Professor	Agricultural Economics	28	Nil
Dr.Ashraf Ali	M.A. Ph.D	Associate Professor	Development Economics	28	Nil
G. Ranita Devi	M.A. B.Ed	Assistant Professor	Development Economics	20	Nil
Dr. S. Brajamani Singh	M.A. M.Phil Ph.D	Assistant Professor (Part Time)	Mathematical economics Econometrics	18	Nil

11. List of senior visiting faculty : **Does not arise**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **25%**

13. Student -Teacher Ratio (programme wise) : 10:1

14. Number of academic support staff (technical) and administrative staff, sanctioned and filled

Name of post	Sanctioned	Filled
Laboratory Assistant	0	0
Laboratory Attendant	0	0
Administrative Staff	0	0

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Name	Qualification
Ch. Somorendro Singh	B.A.(Hons)M.A
Dr. Ashraf Ali	M.A. Ph.D
G.Ranita Devi	M.A B.Ed.(Ph.D thesis Submitted)
Dr. S. Brajamani Singh	M.A., M. Phil , Ph.D.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : **Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

18. Research Centre /facility recognized by the University: **Nil**.

19. Publications: **One**

\*Publication per faculty

\*Number of papers published in peer reviewed journals (national / international) by faculty and students.

\*Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

\* Monographs

\*Chapter in Books

\*Books Edited

\*Books with ISBN/ISSN numbers with details of publishers

\*Citation Index

\*SNIP

\*SJR

\*Impact factor

\*h-index

Faculty	a	b	c	d	e	f	g	h	i	j	k	l
		b.2	DOAJ, DRJI, BASE, OPEN J-					6.19 Index Copernicus			0.475(2013)	

G. Ranita Devi			Gate India				International Poland			
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20.Areas of consultancy and income generated: Nil

21.Faculty as members in a) National committees b) International Committees c) Editorial Boards: Nil

22.Student projects

a.Percentage of students who have done in-house projects including inter departmental/programme: 100%

b.Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: Nil.

23.Awards / Recognitions received by faculty and students: Nil

24.List of eminent academicians and scientists / visitors to the department : Nil

25.Seminars/ Conferences/Workshops organized & the source of funding

a)National b) International : Nil.

26.Student profile programme/course wise:

Year	Name of Course	No. of Student Admitted			Examinations		Drop Out %
		Total	Male	Female	Appeared	Paased %	
2010-11	B.A.2 <sup>nd</sup> Yr(Hons)	03	02	01	03	03 100	
	B.A.2 <sup>nd</sup> Yr (Gen)	08	07	01	08	08 100	
	B.A.3 <sup>rd</sup> Yr.(Hons)	02	02	-	02	02 100	
	B.A.3 <sup>rd</sup> Yr. (Gen)	02	02	-	02	02 100	
	B.A.1 <sup>st</sup> Sem(July-Dec)	17	14	03	17	17 100	
2011-12 (Annual System)	B.A. 3 <sup>rd</sup> Yr(Hons)	03	02	01	03	02 67.7	
	B.A.3 <sup>rd</sup> Yr.(Gen)	08	07	01	08	06 75	
	B.A. 2 <sup>nd</sup> Sem(Jan-June)	17	14	03	17	17 100	
	B.A 3 <sup>rd</sup> Sem(July-Dec)	17	14	03	14	14 100	17.6
	B.A.1 <sup>st</sup> Sem(July-Dec)	24	17	07	19	19 100	20.8
2012-13	B.A.2 <sup>nd</sup> Sem(Jan-June)	19	12	07	15	15 100	21.1

	B.A. 4 <sup>th</sup> Sem(Jan-June)	14	12	02	14	14	100	
	B.A. 1 <sup>st</sup> Sem(July-Dec)	13	12	01	13	13	100	
	B.A. 3 <sup>rd</sup> Sem(July-Dec)	19	12	07	15	15	100	
	B.A.5 <sup>th</sup> Sem(Hons) (July-Dec)	02	01	01	02	02	100	
	B.A 5 <sup>th</sup> Sem (Gen) (July-Dec)	03	03	-	03	03	100	
2013-14	B.A.2 <sup>nd</sup> Sem(Jan-June)	13	12	01	13	13	100	
	B.A.4 <sup>th</sup> Sem(Jan – June)	19	12	07	15	15	100	
	B.A. 6 <sup>th</sup> Sem (jan-June)(Hons)	02	01	01	02	02	100	
	B.A.6 <sup>th</sup> Sem(Gen)	03	03	-	03	03	100	
	B.A.1 <sup>st</sup> Sem(July-Dec)	13	12	01	13	13	100	
	B.A.3 <sup>rd</sup> Sem(July-Dec)	13	12	01	13	13	100	
	B.A.5 <sup>th</sup> Sem(July-Dec)	09	06	03	09	09	100	
2014-15	B.A.2 <sup>nd</sup> Sem(Jan-June)	15	13	02	15	15	100	
	B.A.4 <sup>th</sup> Sem(Jan-June)	13	12	01	13	13	100	
	B.A. 6 <sup>th</sup> Sem (Jan-June)	09	06	03	09	09	100	
	B.A 1 <sup>st</sup> Sem(July-Dec)	15	06	09	15	15	100	16%
	B.A. 3 <sup>rd</sup> Sem(July-Dec)	13	12	01	13	13	100	
	B.A. 5 <sup>th</sup> Sem(July-Dec)(Hons)	05	05	-	05	05	100	

Note: \*,\*\*,\*\*\* = results awaited.

27.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?

- **No such records maintained in the department.**

#### 28. Student progression

Student progression	Against % enrolled
UG to PG	40%
PG to M.Phil.	NA
PG to Ph.D.	NA
Ph.D. to Post-Doctoral	NA

#### **Employed**

- Campus selection Nil
- Other than campus recruitment- Nil  
Entrepreneurship/Self-employment-NA

#### 29. Details of Infrastructural facilities

- Library: The department has its own library though not sufficient number of books.
- Internet facilities for Staff & Students: Available in the main library.
- Class rooms with ICT facility : **Nil**
- Laboratories: **Nil**

#### 30. Number of students receiving financial assistance from college, university, government or other agencies:

All the students belonging to Scheduled Tribes are getting scholarship from the department of Tribal Development, Scheduled Caste and OBC Students from MOBC, Govt. of Manipur. Besides these, Some students are getting financial assistance from the U.G.C.

#### 31. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil.

#### 32. Teaching methods adopted to improve student learning

- Traditional Lecture Method
- Project work,
- Home Assignment
- Class test for each Units
- Seminar, Quiz, Group discussion as part of CIA (Continuous Internal Assessment)
- Remedial/ special classes and tutorials etc.
- Providing upto-date study materials in addition to class lecture.
- Discussion on previous examination question papers etc.

#### 33. Participation in Institutional Social Responsibility (ISR) and Extension activities

The students and the Faculty members of the department participated in the Institutional Social Responsibility and Extension activities organized by the college NSS Units and other co- curricular activities, participation in Inter college Youth festivals etc. In addition to these, faculty members of the department also participating in many programmes such as workshops (evaluation and Question setting, autonomous learning) Seminars and conferences organised by the college from time to time.

### 34.SWOC analysis of the department and Future plans

#### 1. Strengths

- Dedicated faculty members.
- Mutual co-operation and understanding among faculty members in academic matters.

#### 2. Weaknesses

Infrastructure deficiencies as following:

- Understaffed as against minimum requirement of the U.G.C. guidelines.
- No office attendant and supportive staff in the department.
- Inadequate classrooms.
- No separate toilet facility of the department.
- Lack of ICT equipment for teaching and learning
- Only a few students opt for the subject.
- Shortage of full time teachers.
- There is no separate room for departmental library etc.

#### 3. Opportunities:

Though small, the department maintain a separate library with dependable books particularly for teachers to use as text book of U/G classes

#### 4. Challenges:

The faculty members are trying hard to teach students with low academic and economic background and make them competitive after completing their course in the future.

#### Future Plans:

- To organize seminar and workshops from time to time in collaboration with other institutions and organisations.
- To organize lecture programme by external experts related to the subject.
- The department is planning to submit a joint research project involving each faculty members in the near future.
- The department is also planning to set up a data base on the socio-economic information gathered by students from their field work as a part of CIA.



## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### viii. HISTORY

1. Name of the department : Department of History
2. Year of Establishment : Introduction of Intermediate Course- 1963  
Introduction of pass course- 1963  
Introduction of Honours course - 1963
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): B.A. Honours/ passed course in History
4. Names of Interdisciplinary courses and the departments/units involved : Regional Development- Chapter on History of Manipur
5. Annual/ semester/choice based credit system (programme wise) : Semester system
6. Participation of the department in the courses offered by other departments : Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil
8. Details of courses/programmes discontinued (if any) with reasons : Nil
9. Number of Teaching posts :

Teaching Post	Sanctioned	Filled
<b>Professors</b>	<b>Nil</b>	<b>Nil</b>
<b>Associate Professors</b>	<b>02</b>	<b>02</b>
<b>Asst. Professors</b>	<b>01</b>	<b>01</b>

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. Ph.D. / M. Phil, etc.,)

Name	Qualification	Designation	Specialization	Years of Experience
Ch. Jugeshwore Singh	M.A. History	Assoc. Prof.	Modern Indian History	36 years
M. Rahena Devi	M.A. History	Assoc. Prof.	Modern Indian History	36 years
Dr. O. Rudrababu Singh	M.A. Ph.D.	Asst. Prof.	Medieval Indian History	25 years
I. Nongthakshen Chanu	M.A. M.Phil.	Part. Time Lecturer	Modern Indian History	18 years

11. List of senior visiting faculty :

Name	Institute
1. Dr. M. Kaoba Singh	Retd. Reader and Head, Oriental College
2. Dr. N. Basanta Singh	Assoc. Prof. Thambal Marik College

3. Dr. P. Pravabati Devi	Assoc. Prof. Modern College
4. Dr. N. Basanti Devi	Assoc. Prof. Standard College

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : 20 % of the regular counterpart.

13. Student -Teacher Ratio (programme wise) : Level of study Ratio  
B.A History Hons. 16:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Nil.

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Name	Qualification
Dr. O. Rudrababu Singh	M.A. Ph.D.
I. Nongthakshen Chanu	M.A. M.Phil.
Ch. Jugeshwore Singh	M.A. History
M. Rahena Devi	M.A. History

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Dr. O. Rudrababu Singh, Asst. Prof. Deptt. Of History

a) Undertook a Minor Research Project entitled “ History of Revenue System in Manipur” under UGC and got financial assistance of Rs. 1,50,000/- (2011-2014)

(b) Total Grant Received:

Name of PI	Duration	Funding Agency	Allocation	Received Amt.	Status
Dr.O. Rudrababu Singh	2011-14	UGC	1,50,000/-	1,10,000/-	Completed

18. Research Centre /facility recognized by the University : Nil

19. Publications: 2011-2015

a) Publication per faculty

b) Number of papers published in peer reviewed journals (b-1 national / b-2 international) by faculty and students

c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

d) Monographs

e) Chapter in Books

f) Books Edited

g) Books with ISBN/ISSN numbers with details of publishers

h) Citation Index

i) SNIP

j) SJR

k) Impact factor

l) h-index

Faculty	a	b 1	b 2	c	d	e	f	g	h	i	J	k	l
Ch. Jugeshwore	-	-	-	-	-	-	-	-	-	-	-	-	-
M. Rahena	-	-	-	-	-	-	-	-	-	-	-	-	-
Dr. O. Rudrababu	-	-	-	-	-	-	-	-	-	-	-	-	-
I. Nongthakshen	-	-	-	-	-	-	-	-	-	-	-	-	-

Other publications:

- a. Publication in seminar Proceedings
- b. Other Publications

Faculty	a	b	Total
Dr. O. Rudrababu Singh	4	2	6

20. Areas of consultancy and income generated: Nil

21. Faculty as members in: Nil

a) National committees b) International Committees c) Editorial Boards.

22. Student projects:

a) Percentage of students who have done in-house projects including inter departmental/ programme: Compulsory project for Students belonging to First Semester to Third Semester on Topics related with Indian History: 100%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: Nil

23. Awards / Recognitions received by faculty and students: Nil

24. List of eminent academicians and scientists / visitors to the department

Name	Institute
1. Prof. H. Tombi Singh	Former V.C. Manipur University
2. S. Bheigy Singh	Retd. Joint Director, Directorate of Art & Culture
3. Prof. N. Lokendra Singh	Registrar, Manipur University

25. Seminars/ Conferences/Works hops organized & the source of funding

a) State: A 2-day state level seminar on History of Manipur (Meidingu Kyamba to Bhagyachandra) on 22<sup>nd</sup> to 23<sup>rd</sup> October 2013 sponsored by Directorate of Art & Culture, Manipur Historical Society and Department of History

b) National: Nil

c) International: Nil

d) Endowment lecture: Nil

26. Student profile pro gramme/course wise : 2014-15

Name of the	Applications	Selected	Enrolled	Pass
-------------	--------------	----------	----------	------

Course/programme	received		*M	*F	percentage
B.A. Hons. 1 <sup>st</sup> Sem.	45	41	25	16	
B.A. Hons. 2 <sup>nd</sup> Sem	29	29	17	12	
B.A. Hons. 3 <sup>rd</sup> Sem.	27	27	18	09	
B.A. Hons. 4 <sup>th</sup> Sem.	38	38	23	15	
B.A. Hons. 5 <sup>th</sup> Sem.	17	17	11	06	
B.A. Hons. 6 <sup>th</sup> Sem.	04	04	03	01	

\*M = Male \*F = Female

### 27. Diversity of Students

Name of the Course	%of students from the same state	% of students from other States	%of students from abroad
B.A. History Hons. Course	95%	5%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : Nil

### 29. Student progression

Student progression	Against % enrolled
UG to PG	25%
Entrepreneurship / Self Employment	35%
Employed	N.A.

### 30. Details of Infrastructural facilities:

- Library: Apart from the Central Library, the Department has its own Library
- Internet facilities for Staff & Students : Computers with Internet facility available.
- Class rooms with ICT facility: Smart Boards are available in some class rooms.
- Laboratories: Not applicable.

31. Number of students receiving financial assistance from college, university, government or other agencies: All SC/ST/OBC/Minority students received scholarships from the State Government.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:

a) The Department organizes seminars and lectures on topics related to the syllabus and excursion/study tours are organized to enrich the students besides the normal classroom teaching.

b) The Department is establishing a "History Club" to attract students for their preparations for competitive examinations and research.

33. Teaching methods adopted to improve student learning:

- Field study
- Map study
- Remedial classes
- Seminars

- e) Special talk programmes
- f) Tutorials
- g) Traditional Lecture Method
- e) Introduction of CIA (Continuous Internal Assessment) in the following ways,

Unit Tests, Project work, Home Assignment, Seminar, Group discussion, Quiz and strict attendance.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

All the students and faculty members of the Department regularly participated in the institutional, social responsibility and extension activities organized from time to time by the College Student Union, NSS Units, History Club, ECO Club etc.

35. SWOC analysis of the department and Future plans:

**a) Strength:**

- i) The main strength of the Department is the demand for the subject by students every year.
- ii) With acute shortage faculty the Department is moving forward imparting quality teaching and striving hard to complete syllabus in time.
- iii) Satisfactory results in semester exams since the introduction of Autonomous system of teaching and learning.

**b) Weakness:**

- i) Acute shortage of faculty members.
- ii) Visual mode of teaching method also need to be adopted.
- iii) Classes and syllabus cannot be covered with due to ongoing problems like frequent bands, strikes and law and order of the state.
- iv) More books are required for the Departmental Library.

**c) Opportunities:**

- i) In an ever widening world of competitions, the importance of learning History became ever increasing.
- ii) The subject has opportunities in teaching profession and higher study
- iii) The scope of History is ever expanding in other branches of study as well.

**d) Challenges:**

- i) The Department needs at least two more faculties with different specialization like South East Asia and Regional History
- ii) To make the subject more attractive and interesting, the Department needs ICT gadgets.

**e) Future Plan:**

The Department is exploring ways and means to improve learning and teaching mechanism and possibility of research in different Historical aspects.

Note on Publications:

**A. List of Publication in Seminar Proceedings:**

1. Primeval Economy of Manipur (In Manipuri), Proceedings of Manipur Historical Society- Sixth Session Modern College, Porompat, Imphal 2012- ISBN 978-93-83201-16-7.

2. Structure of Cheirap as a Court, Proceedings of Manipur Historical Society- Seventh Session Oriental College, Takyel, Imphal 2013- ISBN 978-93-83201-16-7.
  3. System of Crime and Punishment during the British Rule in Manipur (1891-1947), Proceeding of North East India History Association Thirtfourth Session Manipur University, Canchipur, 2013.
  4. Judiciary under British Superintendency in Manipur (1891- 1907)- Proceeding of North East India History Association Thirtysecond Session Tripura University, Agartala, 2011.
- B. List of Other Publications:
1. Souvenir publication relating to A two day National Seminar on “Post Accreditation Strategies for Quality Sustenance in Colleges”  
On “ Best Practices in Oriental College” on November, 4-5, 2011
  2. A half yearly journal – Teachers Voice on Vol. 1 Issue- 3, January, 2012 (AMCTA) on Structure of Cheirap Court under British Superintendency in Manipur (1891-1907).

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### ix. ENGLISH

1. Name of the department : ENGLISH DEPARTMENT
2. Year of Establishment : 8-8-1963
3. Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)  
B.A. Honours in ENGLISH.  
B.A. General
3. COC (Functional and Communicative English)
4. Names of Interdisciplinary courses and the departments/units involved: Nil
5. Annual/ semester/choice based credit system (programme wise):  
Semester System  
Yearly Examination System(COC)
6. Participation of the department in the courses offered by other departments : Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : Nil
8. Details of courses/programmes discontinued (if any) with reasons: Nil
9. Number of Teaching posts

Teaching posts	Sanctioned	Filled
Professors	0	0
Associate Professors	7	4
Assistant Professors	1	0

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 year
M. Memcha Devi	M.A. in Eng.	Associate Professor	16 <sup>th</sup> to 20 <sup>th</sup> Century Lit.	38	Nil
N. Pushparani Devi	M.A. in Eng.	Associate Professor	16th to 20th Century Lit.	36	Nil
Dr. Kh. Aruna Devi	M.A., M.Phil. Ph.D.	Associate Professor	16th to 20th Century Lit., Lg. & Applied	35	Nil

			Linguistics		
Dr. R.K. Joykumar Singh	M.A. Ph.D	Associate Professor	Criticism	31	Nil
R.K. Sansari Devi	M.A. in Eng.	Assistant Professor	American Literature	2	Nil
R.K. Sunilkumar Singh	M.A. in Eng.	Engaged Lecturer	American Literature	3	Nil
Binata Nongmaithem	M.A, M.Phil. Ph.D.	Worked as a substitute Lecturer under FDP	Translation work	2	Nil

11.List of senior visiting faculty : Nil

12.Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : 30%

13.Student -Teacher Ratio (programme wise) : 16.5:1

14.Number of academic support staff (technical) and administrative staff; sanctioned and filled

Name of Post	Sanctioned	Filled
Laboratory Assistant	0	0
Laboratory attendant	0	0
Administrative staff	0	0

15.Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 year
Dr. Kh. Aruna Devi	M.A,M.Phil . Ph.D.	Associate Professor	16th to 20th Century Lit., Lg. & Applied Linguistics	35	Nil
Dr. R.K. Joykumar Singh	M.A. Ph.D	Associate Professor	Criticism	31	Nil
Binata Nongmaithem	M.A, M.Phil. Ph.D.	Worked as a substitute Lecturer under FDP	Translation work	2	Nil

16.Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : **Nil**

17.Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received :



**Dr. Kh. Aruna Devi, Associate Professor in English**

UGC (NERO) Rs. 1, 50,000/-

Undertook a minor research project entitled “A Contrastive Analysis of English, Manipuri and Burmese”

18. Research Centre /facility recognized by the University: **Nil**.

19. Publications:

\*Publication per faculty

a. Number of papers published in peer reviewed journals (national / international) by faculty and students.

b. Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

c. Monographs

d. Chapter in Books

e. Books Edited

f. Books with ISBN/ISSN numbers with details of publishers

g. Citation Index

h. SNIP

i. SJR

j. Impact factor

k. h-index

Sl. No.	Faculty	a	b	c	d	e	f	g	h	i	j	k	l
1	<b>M. Memcha Devi</b>	-	-	-	-	-	-	-	-	-	-	-	-
2	<b>N. Pushparani Devi</b>	-	-	-	-	-	-	-	-	-	-	-	-
3	<b>Dr. Kh. Aruna Devi</b>	4	-	-	-	2	-	1	-	-	-	1	
4	<b>Dr. R.K. Joykumar Singh</b>	-	-	-	-	-	-	-	-	-	-	-	-
5	<b>R.K. Sansari Devi</b>	-	-	-	-	-	-	-	-	-	-	-	-
6	<b>R.K. Sunilkumar Singh</b>	-	-	-	-	-	-	-	-	-	-	-	-
7	<b>Binata Nongmaithem</b>	-	-	-	-	-	-	-	-	-	-	-	-

• Other Publications:

Publication in seminar Proceedings & other Publications: Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards....

Faculty	Name of Committees
Dr. Kh. Aruna Devi	Linguistic Society of India, Kolkata Philological Society, Assam Research Committee

22. Student projects

a. Percentage of students who have done in-house projects including inter departmental/programme: Nil

b. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: Nil.

23. Awards / Recognitions received by faculty and students Nil

24. List of eminent academicians and scientists / visitors to the department :

Professor Y. Yashanwanta Singh, HOD, Linguistics Department, Manipur University, Canchipur delivered a lecture on the topic “ First Language Acquisition and Second Language Learning”.

25. Seminars/ Conferences/Workshops organized & the source of funding

a. National

b. International : 2 (two) National Seminars funded by UGC, NERO.

26. Student profile programme/course wise:

Year 2010-2011 (only for reference)

Name of course	Application received	selected	Enrolled		Pass percentage
			M	F	
B.Sc. Sem-1	72	60	32	28	100%
B.Sc. Sem-2	60	60	32	28	70%
B.Sc. 2 <sup>nd</sup> year	53	53	33	20	75%
B.Sc. 3 <sup>rd</sup> Year	18	18	16	2	83%

Year 2011-2012

Name of course		Application received	selected	Enrolled		Pass percentage
				M	F	
B.Sc. Sem-1	ESL	73	60	32	28	100%
	General English	120	113	70	43	100%
B.Sc. Sem-2	ESL	60	60	32	28	52%
	General English	113	113	70	43	88%
B.Sc. Sem-3		42	42	22	20	100%
B.Sc. Sem-4		42	42	22	20	71.4%
B.Sc. 3 <sup>rd</sup> year (Hons) Yearly Exam group		16	16	9	7	75%

Year 2012-2013

Name of course		Application received	selected	Enrolled		Pass percentage
				M	F	
B.Sc. Sem-1	ESL	36	31	18	13	100%
	General English	110	100	41	59	100%
B.Sc. Sem-2	ESL	31	31	18	13	94%
	General English	100	100	41	59	100%
B.Sc. Sem-3	ESL	31	31	20	11	100%
B.Sc. Sem-4	ESL	31	31	20	11	81%
B.Sc. Sem-5 (Hons)		6	6	4	2	100%
B.Sc. Sem-6 ( Hons)		6	6	4	2	83%

Year 2013-2014

Name of course		Application received	selected	Enrolled		Pass percentage
				M	F	
B.Sc. Sem-1	ESL	62	53	30	23	100%
	General English	120	109	59	50	100%
B.Sc. Sem-2	ESL	53	53	30	23	62%
	General English	109	109	59	50	100%
B.Sc. Sem-3		29	29	14	15	100%
B.Sc. Sem-4		29	29	14	15	86%
B.Sc. Sem-5 (Hons)		6	6	4	2	100%
B.Sc. Sem-6 (Hons)		6	6	4	2	67%

Year 2014-2015

Name of course		Application received	selected	Enrolled		Pass percentage
				M	F	
B.Sc. Sem-1	ESL	31	24	13	11	100%
	General English	130	116	56	60	100%
	COC	75	69	30	39	100%
B.Sc. Sem-2	ESL	24	24	13	11	83%
	General English	116	116	56	60	100%
B.Sc. Sem-3		33	33	13	20	100%
B.Sc. Sem-4		33	33	13	20	76%
B.Sc. Sem-5 (Hons)		5	5	3	2	100%
B.Sc. Sem-6 (Hons)		5	5	3	2	80%

\*M = Male \*F = Female

## 27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of Students From Abroad
B.Sc. (Honours) in English	100%	----	---

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? Nil.

## 29. Student progression

Student progression	Against % enrolled
UG to PG	60
PG to M.Phil	N.A.
PG to Ph.D	N.A.
Ph.D. to Post-Doctoral	N.A.
Employed: i. campus selection ii. other than campus recruitment	N.A.
Entrepreneurship/Self-employment	N.A.

### 30. Details of Infrastructural facilities

- a) Library: Apart from the college central library, the department has its own departmental library with valued collection of books on Literature, Language, Linguistics and Journals etc.
- b) Internet facilities for Staff & Students: Nil
- c) Class rooms with ICT facility : Nil
- d) Laboratories: The Department has a well equipped language laboratory.

31. Number of students receiving financial assistance from college, university, government or other agencies:

All the ST/SC/OBC students receive financial assistance from the State Government.

32. Detail on student enrichment programmes (special lectures / workshops / seminar) with external experts: Nil.

33. Teaching methods adopted to improve student learning:

Practical for language classes to improve communication skills

Class test for each chapters

Seminar, Quiz, group discussion as part of CIA (Continuous Internal Assessment)

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

All the faculty members and students of the Department are committed to participate in the Institutional Social Responsibility (ISR) because it is one of the mainstays that support academic and research work. It provides guidance on how students can undertake responsible roles in extending a helping hand to the underprivileged. Moreover, it helps the students to understand themselves of their future role in social responsibility.

Students are encouraged in academic extension activities like educational visits, competitions, academic club etc. because learning outside the classroom is just as important as learning within the classroom situation, and it is possible to greatly enhance students' academic performance with additional extension activities. It encourages students to see their learning as being about more than just passing examinations .

Papers presented by the faculty members in the seminars / conferences / workshops:

Dr. Kh. Aruna Devi

- I. Presented the paper on "Request Construction in English and Manipuri: A contrastive Analysis" in the 44<sup>th</sup> International Conference on Sino-Tibetan Languages & Linguistics" held at CIIL, Mysore, from Oct. 7 to 9, 2011.
- II. Presented the paper on "Teaching and Learning of English through Advanced Technology for Quality Sustenance in Colleges" in the Two day National Seminar held on Nov.4-5, 2011 at Oriental College, Imphal.
- III. Presented the paper on "A critical analysis of the factors responsible for the academic underperformance of the higher educational institutions in India" in the National Seminar held on 17<sup>th</sup> and 18<sup>th</sup> August, 2012 at Oriental College, Imphal.
- IV. Presented the paper on "Negation and its strengthening elements in English and Manipuri" in the 34<sup>th</sup> All India Conference of Linguists (34<sup>th</sup> AICL) organized by the North Eastern Hill University (NEHU), Shillong, Central Institute of Indian Languages (CIIL), Mysore, the Linguistic Society of India and the Indian Council for Social Science Research from November 1 - 3, 2012.

- V. Presented the paper on “Human Rights – “A Global Challenge” organized by Internal Quality Assurance Cell (IQAC) Lady Keane College, Shillong, Meghalaya, India held on Dec. 7 – 8, 2012.
- VI. As Resource person on “A critical evaluation of the academic culture prevailing in the Indian education system - the need to employ ECTS” sponsored by UGC, organized by Oriental College, Imphal, held on 19<sup>th</sup> -20<sup>th</sup> July, 2013.
- VII. Presented the paper on “Action Plan for Tribal Language Development in Manipur”, on 12<sup>th</sup> – 13<sup>th</sup> September, 2014 at Tribal Research Institute (TRI) Chingmeirong, Imphal.
- VIII. Delivered a lecture in the Orientation cum Training Programme on “Natural Language processing” organized by Linguistic Data Consortium for Indian Languages (LDC – IL), Mysore and Department of Computer Science, Manipur University, Canchipur, Manipur from 3<sup>rd</sup> February to 13<sup>th</sup> February, 2012.

Seminars / Conference s/ workshops / attended by the faculty members:

- (a) Attended a Two Day National Seminar on “Literature of North – East India and its future vision” held on 6<sup>th</sup> and 7<sup>th</sup> of July, 2012 sponsored by UGC and Sahitya Akademi and organized by D.M. College of Arts, Imphal in collaboration with D.M. College of Science, Imphal, Manipur.
- (b) Participated in “A two day workshop on Hands – on training programme on PCR techniques in Modern Science” on 10<sup>th</sup> & 11<sup>th</sup> October, 2012 at Oriental College, Imphal, Manipur.
- (c) Activity participated in the “National Workshop on Tribal & Endangered Languages of North Eastern States”, India held from February 7 – 11, 2013 at Manipur Press Club, Majorkhul and RNBA Church, Imphal, Organized by Central Institute of Indian Languages.
- (d) Attended a 2-Day State level Seminar on “History of Manipur” October 22-23, 2013 at Oriental College, Imphal, Manipur.
- (e) Attended a “Two-Day workshop on E – Learning Technologies and practice (NPTEL-NMEICT)” held on March 1-2, 2014 organised by National Institute of Technology, Manipur.
- (f) Attended a “One Day National Seminar on UGC regulations in API: methods and procedures” held on 10<sup>th</sup> March, 2014 at Imphal College, Imphal.
- (g) Attended “Three Day workshop on Question setting and Evaluation” held on 6-8 November, 2014 at Oriental College, Imphal, Manipur
- (h) Participated in the “Two Day workshop on Teaching Methodology Based on Autonomous Learning” held on 30-31 January, 2015 at Oriental College, Imphal
- (i) Participated in the “One Day Seminar on Manipur Sahitya amasung Sanskritida Moirang Sayon” held on 22<sup>nd</sup> March 2015 at Manipur Dramatic Union Hall, Yaiskul Policelane, Imphal in connection with 87<sup>th</sup> Sarangthem Bormani Birth Celebration
- (j) Actively participated in the ICSSR sponsored “Capacity Building Programme on Critical Research and Teaching Learning Process for the University/College teachers of Social Sciences and Humanities” during 10-23 April, 2015 at Centre for Entrepreneurship Development, M.U. Canchipur, Imphal

- (k) Participated in the “First International Bamboo Conference cum Workshop (IBCCW-2015)”, October, 22-26, 2015, Oriental College, Imphal, Manipur.
- (l) Co-ordinator – COC “3 (three) years Course” “Functional and Communicative English” sponsored by UGC, 2015-16.

**Dr. R.K. Joykumar Singh**

i. Participated in the “First International Bamboo Conference cum Workshop (IBCCW-2015)”, October, 22-26, 2015, Oriental College, Imphal, Manipur.

**R.K. Sunilkumar Singh**

i. Participated in the “First International Bamboo Conference cum Workshop (IBCCW-2015)”, October, 22-26, 2015, Oriental College, Imphal, Manipur.

ii. Participated in the “A two Day workshop on “Teaching Methodology based on Autonomous Learning” January, 2015, Oriental College, Imphal, Manipur.

36. SWOC analysis and future plans of the Department.

**Strength:** The faculty members always stand united and dedicate to any academic related programmes. Moreover, the Department has laborious and well behaved students. This are the strength of the Department.

**Weakness:** At present the Department has only 3(three) teachers. Of these two are regular teachers and the other one is an engaged teacher. Moreover the Department has inadequate infra-structures and lack of modern teaching aids.

**Opportunities:** Teachers of the Department are always encouraged by the Head of the institution to expose to any academic related programme like Seminars, Conferences, Workshops, Orientation cum Training programmes, Refresher Courses etc. not only within the state but all over the globe. Teachers of the Department are also encouraged to undergo Research Oriented Programmes like Major and Minor Research Projects funded by different funding agencies like the University Grants Commission (UGC).

**Challenges:** Over and above the regular normal courses the Department has a UGC sponsored COC (Career Oriented Courses) on “Communication Skill and Functional English” in the current year, 2015-2016 but at present English Department has only 3 (three) teachers (2 (two) regular teachers and 1(one) engaged teacher). However, the teachers despite beyond their capacity never forget to carry the burden. They are always ready to accept any sort of assignment assigned to them and never take it as burden even though they have the knowledge that any Department should have at least 5 teachers if the Department has honours courses. In spite of the facts mentioned above, the teachers always work at their level best to develop a rich academic atmosphere to fulfil the needs of the students.

**Future plans:**

The Department has a future plan to design of customized series of short -term courses in Communication Skills (meant for Communication Skill in English, the international language), because good communication skill bridge the gap between the diverse cultures. The objective of the communication is to make our message understood by others in most positive way. Communicative strategies improve special skills and abilities including critical thinking, media literacy and criticism, leadership skills and personality development. In short, effective communication is needed in all sphere of life.

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### x. POLITICAL SCIENCE

1. Name of the Department: DEPARTMENT OF POLITICAL SCIENCE

2. Year of Establishment: Introduction of Pass Course - 1963  
Introduction of Honours Course – 1963

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D. etc.)

- B.A. Honours Course in Political Science
- B.A. General Course

4. Names of Interdisciplinary courses and the departments/units involved: The Department has introduced two non-credit courses which are Value Added Courses namely;

(a) Human Rights and Duties Education: Value Added Course (Non-Credit) which are compulsorily offered by all First Semester BA and BSc. students.

(b) Women Empowerment: Value Added Course (Non-Credit) which are compulsorily offered by all 2nd Semester BA and BSc. students.

5. Annual/ semester/choice based credit system (programme wise): Semester system

6. Participation of the department in the courses offered by other departments: Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc: Nil

8. Details of courses/programmes discontinued (if any) with reasons: Nil

9. Number of teaching posts

Teaching posts	Sanctioned	Filled
Professors	----	----
Associate Professors	----	03
Asst. Professors		03

10. Faculty profile with name, qualification, designation, specialization (D.Sc./D.Litt./Ph.D. /M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of years of experience	M.Phil/Ph. D. students guided in the last 4 years

O. Nongyai Singh	MA	Associate Professor(HOD)	Indian Administration	38 years	Nil
A. Ananda Singh	MA	Associate Professor	Local self Government	36 years	Nil
Th. Rebabati Devi	MA, M.Phil	Associate Professor	Political Geography	29 years	Nil
K. Biplob Singha	MA(NET)	Assistant Professor	Human Rights, South Asian Politics	6 years	Nil
Ch. Pramoda Devi	MA M.Phil	Assistant Professor(PT)	NA	18 years	Nil
M.Janeshwari Devi	MA., M.Phil	Assistant Professor(PT)	Gandhian Studies	18 years	Nil

13. Student -Teacher Ratio (programme wise):	Level of Study	Ratio
	B. A. (Honours)	18:1
	B.A. (General)	12:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Nil

15. Qualifications of teaching faculty with D.Sc./D.Litt./Ph.D./M.Phil./PG.:

Name	Qualification
O.Nongyai Singh	MA
A.Ananda	MA
Th.Rebabati	MA,M.Phil
K.Biplob	MA
M.Janeshwari	MA,M.Phil
Ch. Pramoda	MA,M.Phil

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil

18. Research Centre /facility recognized by the University: Nil

19. Publications:

- Publication per faculty : Nil
- Number of papers published by faculty and students in peer reviewed journals(b1: national / b 2: international) : Nil
- Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) Nil
- Monographs Nil
- Chapter in Books: Nil



- f) Books Edited : Nil
- g) Books with ISBN/ISSN numbers with details of publishers: Nil
- h) Citation Index: Citation Range Nil
- i) SNIP Range Nil
- j) SJR Range Nil
- k) Impact factor Range Nil
- l) h-index Nil

20. Areas of consultancy and income generated: Nil

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards: Nil

22. Student projects:

- a. Percentage of students who have done in-house projects including inter departmental / programme: **100 percent**( For all classes, Project work is an important component of the internal assessment system introduced after the college was accorded Fresh Autonomous Status)
- b. Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies : Nil

23. Awards/ Recognitions received by faculty and students: Nil

24. List of eminent academicians and scientists/ visitors to the department: Nil

25. Seminars/ Conferences/Workshops organized & the source of funding : Nil

26. Student profile programme/course wise: 2014-15

Name of the Course/Programme	Applications received	Selected	Enrolled		Pass Percentage
			Male	Female	
BA 1 <sup>st</sup> Semester	129	127	66	61	86
BA 2 <sup>nd</sup> Semester	127	127	66	61	100
BA 3 <sup>rd</sup> Semester	109	109	65	44	88
BA 4 <sup>th</sup> Semester	109	109	65	44	100
BA 5 <sup>th</sup> Semester	24	24	15	09	94

27. Diversity of Students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad

BA Pass course	100	0	Nil
BA Honours	99	01	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.? Nil

29. Student progression

Student Progression	Against % enrolled
UG to PG	NA
PG to Mphil	NA
PG to PhD	NA
PhD to Post-Doctoral	NA
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	NA
Entrepreneurship/self-employment	NA

30. Details of Infrastructural facilities

- i. Library: Apart From the College Central Library the department has its own library which is quite rich in collection of books and journals.
- ii. Internet facilities for Staff & Students: Computers and internet facility with LAN Connection
- iii. Class rooms with ICT facility: The Department makes use of the common smartboard classroom as and when the need arises.
- iv. Laboratories: Not Applicable

31. Number of students receiving financial assistance from college, university, government or other agencies: All SC/ST/OBC/Minority students receive scholarships from the state Government.

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts: Apart from the student seminars which is an integral component of the internal assessment, the department is planning to organise seminars and lectures by collaborating with external experts on relevant topics as part of enrichment programmes for students.

33. Teaching methods adopted to improve student learning

- Remedial Coaching Classes
- Smart board as Teaching Aid
- Special Classes, tutorials etc
- Special classes for blind students to cater to their special needs.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

The Students and the Faculty members regularly participate in the Institutional Social Responsibility and Extension activities organised by the college NSS Units, Eco-club etc

35. SWOC analysis of the department and Future plans.

**Strength:** In spite of infrastructural shortcomings the department has been able to contribute strongly to the all round academic development of the college. It is the first among the humanities departments to start a Value Added Course on Human Rights and Duties Education for both Science and Arts streams, followed by another Non-credit course on Women Empowerment. Pass percentages have been relatively high.

**Weakness:** Faculties in need of higher academic progression, such as attaining a PhD Degree and beyond.

**Opportunities:** Immense scope to serve in academic as well as in various national and state level competitive examinations. Also the department has the potential to develop students to be rights and duties sensitive and to impart future social leadership skills.

**Challenges:** To prepare and reorient students coming from weak academic backgrounds and also those coming from Science stream in Class XII to study the subject with interest and dedication. Exposing the students to a rigorous and comprehensive autonomous system of learning is one significant challenge.

**Future Plans:** The department plans to introduce courses which are interdisciplinary in nature and also dedicate more energy and resources to research work which it is currently lacking. A close mentoring system to evaluate the progress of students by devising suitable means is also being planned. Also, the department is desirous of opening coaching classes for competitive examinations by using the expertise of the faculties.

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### xi. EDUCATION

- 1.Name of the Department : Department of Education
- 2.Year of establishment : 1963
- 3.Names of programmes/ course offered: B.Sc./B.A. (Honours)
- 4.Name of Interdisciplinary course : Nil and the department/ Units involve.
- 5.Annual/Semester/Choice based credit system (Programme wise) : Semester System.
- 6.Participation of the department in the courses offered by other departments : Nil
- 7.Courses in collaboration with other Universities, Industries, foreign institutions etc. : Nil
- 8.Details of courses/ programmes discontinued : Nil.
- 9.Number of Teaching Posts:

<u>Teaching Post</u>	<u>Sanction</u>	<u>Filled</u>
Professors	--	--
Associate Professors	2	2
Assistant Professors	3	3(including 2 Part Time)

- 10.Faculty profile with name, qualification, designation, area of specialization, experience and research under guidance

Sl. No.	Name	Sex	Designation	Qualification	Specialisation	No. of Teaching
1	R.K. Indira	F	Assoc. Prof.	M.A.	Edn.	36
2	Md. Yusuf Ali	M	Assoc. Prof.	M.A.	-do-	20
3	Dr. S. Nesha	F	Asst. Prof.	M.A. Ph.D	-do-	19
4	Dr. M. Babita	F	Lecturer (Part time)	M.A. Ph.D	-do-	17
5	L. Joyshree	F	Lecturer (Part time)	M.A. M. Phil	-do-	17

- 11.List of Senior Visiting Faculty : Nil
- 12.Percentage of Lecturers delivered & practical classes handled (Programme wise) : Nil
- 13.Student – Teacher Ratio (Programme wise): 18:1

14. Number of academic support staff (technical) and administrative staff: sanctioned, filled and actual : Nil

15. Qualification of Teaching faculty with D.Sc./D.till/Ph.D/M.Phil/P.G

Name	Qualification
R.K. Indira Devi	M.A.
Md. Yusuf Ali	M.A.
Dr. S. Nisha	M.A., Ph.D
Dr. M. Babita	M.A., M.Phil, Ph.d
L. Joyshree	M.A., M. Phil

16. Number of faculty with ongoing projects from

a) National b) International funding agencies and grants received : Nil

17. Departmental projects funded by DST-FIST; UGC, ICSSR, etc.; total grants received : Nil

18. Research Centre/ facility reorganised by the University : Nil

19. Publications:

a. Publication per faculty :

b. Number of Papers Published in per revised formal (national/ international) by faculty & students : Nil.

Other Publications :

Publication in Seminar & Workshop Proceedings.

**R.K. Indira Devi**

2011

- I. Attended A two-Day National Seminar on “Women in Science & Social Science in North East India” 11<sup>th</sup> April- 12<sup>th</sup> April at Imphal College.
- II. Attended One Day State Level Seminar Cum Workshop on "Teachers Education in Manipur, Problems & Prospects" on July 18, 2011 sponsored by Directorate of University & Hr. Edn. Govt. of Manipur organised by D.M. College of Teacher Edn., Imphal.
- III. Participated question setting and Evaluation from 1 - 7 Nov., 2011. Sponsored by U.G.C. & Directorate of Hr. & Teacher Edn. Manipur at Imphal College.
- IV. Presented a paper entitled “Challenges to Edn. in Manipur and its Remedy” in the National Seminar on Post Accreditation strategies for quality sustenance in colleges organised by Oriental College & Sponsored by U.G.C. on Nov. 4<sup>th</sup>, 5<sup>th</sup>, 2011.

2012

- I. Presented a paper on Human Rights - A Global Challenge at the international conference organised by I.Q.A.C. Lady Keane college, Shillong, Meghalaya, India on 7<sup>th</sup>, 8<sup>th</sup> Dec. 2012.
- II. Presented a Paper on Features in Hr. Educational Institutions. Post N.A.A.C. in the Two Day state Level seminar on N.A.A.C. Assessment & Accreditation. An Institutional challenge in the Domain of Academic Excellence held on 17<sup>th</sup>, 18<sup>th</sup> August, 2012.

2013

- I. Participated "one Day workshop on Research Proposal and Fulbright Fellowships Opportunities in the United States" organised jointly by M.U. Imphal and United States. India Educational Foundation, Kolkata on 8<sup>th</sup> Feb. 2013.
- II. Attended a Two Day State Level Seminar on Traditional System in the Action Plan on climate change. sponsored by YGC. North each Regional Office, Guwahati on the 22<sup>nd</sup> & 23<sup>rd</sup> Feb. 2013 at Oriental College, Imphal.
- III. Paper presented at the "National Seminar on the Employment of European Credit Transfer system in India" organised by Oriental College, Imphal on the 19<sup>th</sup> - 20<sup>th</sup> July, 2013.
- IV. Participated a 2 (two) Day State Level Seminar on "History of Manipur" Sponsored by Directorate of Art & Culture, Govt. of Manipur organised by Oriental College, Imphal on 22 – 23 Oct, 2013.
- V. Attended U.G. C. sponsored Orientation Programme/ Short Term Teachers in Hr. Edn. organised by the U.G.C. from 4<sup>th</sup> to 10<sup>th</sup> Dec., 2013.

2014

- I. Attended Two Day Workshop on E-Learning Technologies & Practices (NPTEL--NMEICT) from 1-2 March, 2014 organised by N.I.T., Manipur.
- II. Attended "A Three Day Workshop on question setting & Evaluation" sponsored by Directorate of University & Hr. Edn., Govt. of Manipur. held on 6<sup>th</sup> to 8<sup>th</sup> Nov., 2014 at Oriental College.

2015

- I. Presented on Paper on "Teaching Methodology Based on Autonomous Learning" in the Two Day workshop sponsored by Directorate of University & Hr. Edn. Govt. of Manipur held on 30<sup>th</sup> to 31<sup>st</sup> Jan., 2015 at Oriental College, Imphal.
- II. Participated IAAHCON 2015 "The 9<sup>th</sup> National Conference on Adolescent Health" in the continuing Professional Development Cum Training & Conference held on 13, 14<sup>th</sup> & 15<sup>th</sup> March, 2015 at Jubilee Hall, RIMS, Imphal accredited by Manipur Medical Council vide Code No. MNC/CME-(1)/2014-10(A), the 9<sup>th</sup> IAAHCON 2015.
- III. Attended in the "First International Bamboo Conference Cum Workshop" (IBCCW-2015) held at Oriental College, Takyel from 22<sup>nd</sup> to 26<sup>th</sup> Oct., 2015.

### **DR. S. NESHA**

2011

- I. Paper presented and published "Manipur Muslim Women and Education" Manipur State Minorities Commission "Muslim Women in Manipur opportunities and challenges" (National Seminal cum Workshop) Manipur State Minorities Commission.
- II. "Teachers Education in Manipur problems and prospect". Sponsored by: Directorate of University Higher Education Government of Manipur. Organized by: D.M. College of Teacher Education, Imphal. (State Level).
- III. Post accreditation strategies for quality sustenance in Colleges (National level). Organised by: Oriental College. Sponsored by: U.G.C

2012

- I. Paper presented and published "Empowerment of Muslim Women in Manipur" All Manipur Muslims (Meitei-Pangal) Welfare Association (AMMPWA) in collaboration with Manipur State Minorities Commission. (National level)
- II. "NAAC Assessment and accreditation". A Institutional Challenge in the domain of Academic Excellence. Sponsored by: NAAC.

2013

**\*Orientation Course:** Social exclusion and its inclusive policy" from 23<sup>rd</sup> Feb. to 22<sup>nd</sup> March, 2013 by U.G.C., Academic Staff college, Manipur University.

**\*Refresher Course:** "Education" from 7<sup>th</sup> Jan. to 28<sup>th</sup> Jan., 2013, U.G.C. Academic Staff College, Manipur University.

1. State Level Seminar: "Traditional System in the action plan on Climate change". organised by: Oriental College
2. Participated two days State level Seminar on "History of Manipur" held at Oriental College. Imphal. Manipur.  
Sponsored by: Directorate of Art and Culture, Government of Manipur.  
Organised by: Oriental College, Imphal, in collaboration of Manipur Historical Society, Imphal from 22<sup>nd</sup> Oct. to 23<sup>rd</sup> Oct., 2013.
3. Participated in the five days National workshop on "Feminist Theory and Debates held from 2<sup>nd</sup> Dec. to 6<sup>th</sup> Dec., 2013, Women's Studies & Development Centre, University of Delhi.

2014

1. **Refresher Course:** "Participated in the 22<sup>nd</sup> three week refresher Course in Education. Organised by the UGC – ASC, Jamia Milia Islamia, New Delhi from 11<sup>th</sup> April to 3<sup>rd</sup> May, 2014.

2015

1. **Refresher course** in Education participated in the 23<sup>rd</sup> three week Refresher Course in Education organised by the UGC – HRDC, , Jamia Milia Islamia, New Delhi from 9<sup>th</sup> April to 29<sup>th</sup> April. 2015.
2. **International Seminar** on Mapping Research on Muslim Women, Retrospect and Prospects Organised by Sorojini Naidu Centre for Women's Studies Jamia Milia Islamia, New Delhi.  
Sponsored by : Indian Council of Historical research (ICHR) from 22<sup>nd</sup> Sept. to 23<sup>rd</sup> Sept. 2015 presented a paper titled "Socio Economic and Cultural Barrier in the Education of Muslim Women in the State of Manipur".
3. Participated "First International Bamboo Conference cum Workshop" held at Oriental College, Takyelpat, Imphal from 22<sup>nd</sup> Oct' to 26<sup>th</sup> Oct., 2015.  
Jointly organised by: Oriental college (Autonomous) and Salai Holding Private Limited, Manipur, India.
4. Participated two days' Workshop on "Teaching Methodology based on Autonomous

Learning" from 30<sup>th</sup> Jan to 31<sup>st</sup> Jan, 2015.

Sponsored by: Directorate of University and Higher Education, Government of Manipur.

Organised by : Oriental College Autonomous, Takyelpat, Imphal, Manipur.

5. Participated UGC Sponsored National Seminar on "Inclusive Education in North-East India Issues and Challenge" from 13<sup>th</sup> Nov. to 14<sup>th</sup> Nov. 2015.

Venue: Nowgong Girls College Nagaon (Assam).

**MD. YUSUF ALI**

1. Three day Workshop on question setting & Evaluation from 6 – 8 Nov.. 2014, organised by Oriental College (Autonomous), Imphal & Sponsored by Directorate of University & Hr. Education, Govt. of Manipur.
2. Workshop on Teaching Methodology Based on Autonomous learning from 30 -31 Jan. 2015 at Oriental College as a resource person.

**DR. M. BABITA DEVI**

1. 2013 : Two days State Level Seminar on Traditional system in the action plan on climate change 22<sup>nd</sup> and 23<sup>rd</sup> Feb. 2013.
2. 2014 : A three day workshop on Question setting and Evaluation 6<sup>th</sup> to 8<sup>th</sup> Nov.. 2014.
3. 2015 : First International Bamboo Conference cum Workshop from 22<sup>nd</sup> to 26<sup>th</sup> Oct. 2015, Oriental College, Takyel.

**L. JOYSHREE**

1. 2013 : Two days State Level Seminar on Traditional system in the action plan on climate change 22<sup>nd</sup> and 23<sup>rd</sup> Feb. 2013.
2. 2014 : A three day workshop on Question setting and Evaluation 6<sup>th</sup> to 8<sup>th</sup> Nov.. 2014.
3. 2015 : First International Bamboo Conference cum Workshop from 22<sup>nd</sup> to 26<sup>th</sup> Oct. 2015, Oriental College, Takyel.

(a) Number of Publication listed in International Database (for e.g. Wels of Science, Scopus, Humanities International complete, dare database International Social Science directory, EBSCO host, etc.)

(b) Monographs

(c) Chapter in Books

(d) Books Edited.

(e) Book with ISBN/ISSN members with details of publishers.

(f) Citation Index.

(g) SNIP

(h) SRJ

(i) Impact factor

(j) h-index.

20.Areas of consultancy & income generated - Nil.

21.Faculty as members in

(a) National committees - Nil



- (b) International committees - Nil  
(c) Editorial Boards - Nil

22. Students Projects

- a) Percentage of students who have done in-house projects including inter department / Programme - Nil.  
b) Percentage of students placed for projects in organisation outside the institutions i.e. in Research laboratories industries / other agencies - Nil.

23. Awards / recognitions received by faculty & students.

Awarded Doctor of Philosophy to M. Babita Devi of Education Department by Manipur University in the year 2013.

24. List of eminent academicians & Scientist/ visitors to the department.

A. Rebeca Devi, Asso. Prof. of Post Graduate Training College of Imphal.

25. Seminar / Conference / Workshop organised in the source funding

- (a) National - Nil  
(b) International - Nil

26. Student Profile programme / course wise.

Year 2009 – 2010 (only for reference)

Name of course	Application received	Selected	Enrolled		Pass percentage
			M	F	
B.A. 1 <sup>st</sup> Year	50	42	21	21	98%
B.A. 2 <sup>nd</sup> Year	-	27	15	12	100%
B.A. 3 <sup>rd</sup> Year	-	8	5	3	100%

Year 2010 – 2011

Name of course	Application received	Selected	Enrolled		Pass percentage
			M	F	
B.A. Sem. 1	80	61	28	33	100%
B.A. Sem. 2	-	60	28	32	100%
B.A. 2 <sup>nd</sup> Year	-	40	20	20	100%
B.A. 3 <sup>rd</sup> Year	-	27	15	12	100%

Year 2011 – 2012

Name of course	Application received	Selected	Enrolled		Pass percentage
			M	F	
B.A. Sem. 1	90	79	37	42	100%
B.A. Sem. 2	-	79	37	42	100%
B.A. Sem. 3	-	48	20	28	100%
B.A. Sem. 4	-	48	20	28	100%

B.A. 3 <sup>rd</sup> Year (Hons.)Yearly	Hons. Nil	-	-	-	-
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Year 2012 – 2013

Name of course	Application received	Selected	Enrolled		Pass percentage
			M	F	
B.A. Sem. 1	75	66	30	36	100%
B.A. Sem. 2	-	65	30	35	100%
B.A. Sem. 3	-	62	28	34	100%
B.A. Sem. 4	-	62	28	34	100%
B.A. Sem. 5 (Hons)	-	5	-	5	100%
B.A. Sem. 6 (Hons)	-	5	-	5	100%

Year 2013 – 2014

Name of course	Application received	Selected	Enrolled		Pass percentage
			M	F	
B.A. Sem. 1	150	132	66	64	100%
B.A. Sem. 2	-	132	66	64	100%
B.A. Sem. 3	-	65	30	35	98%
B.A. Sem. 4	-	65	30	35	98%
B.A. Sem. 5 (Hons)	-	65	-	65	100%
B.A. Sem. 6 (Hons)	-	65	-	65	100%

Year 2014 – 2015

Name of course	Application received	Selected	Enrolled		Pass percentage
			M	F	
B.A. Sem. 1	130	114	54	60	100%
B.A. Sem. 2	-	114	54	60	100%
B.A. Sem. 3	-	103	55	48	100%
B.A. Sem. 4	-	103	55	48	100%
B.A. Sem. 5 (Hons)	-	14	2	12	100%
B.A. Sem. 6 (Hons)	-	14	2	12	100%

27. Diversity of Students.

Name of the course	% of Students from Sem. States	% of students from other states	% of students from abroad
B.A. 1 <sup>st</sup> Sem.	99%	1 %	Nil
B.A. 3 <sup>rd</sup> Sem.	100%	Nil	Nil
B.A. 5 <sup>th</sup> Sem.	100%	Nil	Nil

28. How many students have cleared national & state competitive exams. Such as NET, SLET, GATE, Civil Services, Defence Service etc. – Nil

29. Student Progression.

Student Progression	Against % enrolled
UG to PG	50%
Employed	40%
Campus Selection	Nil
Other team campus recruitment	Nil
Entrepreneurship/ Self employment	80%

30. Details of Infrastructure facilities.

- (a) Library – The Department has its own library with good number of books.
- (b) Internet facilities for staff & students – Nil.
- (c) Class rooms with ICT facility – Nil.
- (d) Laboratories – Nil.

31. Number of students receiving financial assistance from College, University, Govt. or other agencies.

- (a) All the students belonging to SC/ST/OBC receiving scholarship from Government.
- (b) Some qualified students received scholarship from U.G.C.

32. Details of student enrichment programmes (special lecturer/workshop/ seminar) with external experts:

Enrichment programmes:

- (a) Extra classes are taken up on important topics and for enhancing the update knowledge.
- (b) Regular class test are taken up for all classes.
- (c) Providing study materials on selected topics.
- (d) Remedial/Extra classes are given to those who are weak and disable.

33. Teaching method adopted to improve student learning.

- (a) Traditional lecturer method.
- (b) Giving of regular home assignments for reading habits.
- (c) Seminar on relating topics, quiz, group discussion, project work as a part of CIA (continuous Internal Assessment)

34. Participation in institutional social Responsibility (ISR) and Extension activities.

The student & the Faculty members regularly participate in the organised by the College NSS Units.

35. SWOC analysis of the department & Future Plan.

Strength - Adequately staffed with 5 faculty members 2 with Ph. D and one M. Phil with a tender ratio of.

Weakness - Shortage of rooms for practical classes" inadequate works in the departmental library, shortage of water facility, internet facility; require projector and computers etc.

Opportunities - Those students passed out with good results in Education passed/Honours from this department get opportunity for higher studies in various Universities & Institutions.

Challenges - Faculties member are work hard for the students for their bright future and ready to assist the students academically to reach purposeful and fruitful goal.

Future plans:

- Highly developed laboratory.
- To create a recognised Psychological Research Centre in the College.
- To organise at least one seminar/conference every year.

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### xii. MANIPURI

1. Name of the Department : DEPARTMENT OF MANIPURI
2. Year of Establishment : (i) Introduction of Pre University Course in 1963.  
(ii) Introduction of B.A General Course in 1968.  
(iii) Introduction of Honours (Manipuri ) in 1977.
3. Names of Programmes / Courses offered :
  - i) U.G ( Honours )
  - ii) – Do- ( B.A. Elective)
  - iii) - Do- ( B.A. & B. Sc. –Foundation Course)
  - iv) - Do – ( General/ Pass Course)
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise):  

**Semester System**
6. Participation of the department in the courses offered by other departments : **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons: **Nil**
9. Number of Teaching Posts :

Sanctioned	Teaching posts	Filled
07	Professors	0
	Associate Professors	5
	Assistant Professors	2

10. Faculty profile with name, qualification, designation, specialization:

Name	Qualification	Designation	Specialization	No. of Years of	No. of Ph.D.

				Experience	Students guided for the last 4 year
L.Gopeswar Sharma	M.A.	Associate Professor	Criticism	38	Nil
Ksh. Madhumati Devi	M.A.	Associate Professor	Linguistics	38	Nil
K.Ibemhal Devi.	M.A.	Associate Professor	Linguistics	34	Nil
S.Jibanlata Devi.	M.A, M.Phil	Associate Professor	Manipuri Culture & Folklore	29	Nil
Dr.L.Shantikumari Devi.	M.A, M.Phil, Ph.D	Associate Professor	Modern Manipuri Literature	29	Nil
L.Rameswar Singh.	M.A,	Assistant Professor	Morden Manipuri Literature	24	Nil
Dr. M.T.Achou.	M.A, NET,Ph.D	Assistant Professor	Old Manipuri Literature	07	Nil

11.List of senior visiting faculty : **Does not arise.**

12.Percentage of lectures delivered : Only Lectures delivered  
Honours Course 100%  
General Course 100%

13.Student -Teacher Ratio (programme wise) :

Level of study	Ratio
B.A. General	15:7
B.A Honours	9:7

14.Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Does not arise**

15.Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Sl.No	Name	Qualification
1.	L. Gopesswar Sharma	M.A
2.	Ksh. Madhumati Devi	M.A.
3.	K.Ibemhal Devi	M.A.

4.	S. Jibanlata Devi	M.A., M. Phil ,
5.	Dr. L. Shantikumari Devi	M.A, M.Phil, Ph.D
6.	L. Rameswar Singh	M.A.
7.	Dr. M.T. Achou	M.A, NET, Ph.D.

16.Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : **Nil**

17.Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

18.Research Centre /facility recognized by the University: **Nil**.

19.Publications: **June 2010 to December 2015**

a) Publication per faculty. **Nil**

b) Number of papers published in peer reviewed journals (national/ international) by faculty and students. **Nil**

c) Number of publications listed in International Database (For e.g.: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**

b) Monographs : **Nil**

e) Chapter in Books: **Yes**

(i) **Dr. M.T. Achou** (Assistant Prof.) Contribute one Chapter , Name of the Book “ Spectrum of Manipuri Culture” Name of the Chapter **Umanglai (Tutelary Deities) of Meitei’s Religion**. Publish by – Akanha Publication House 4649-B/21,Ansari Road Daryaganj, **New Delhi -110002.ISBN 978-81-8370-425-0. First edition , 2015.**

f) Books Edited : **Nil**

g) Books with ISBN/ISSN numbers with details of publishers:

No of Books - (**Three**)By Dr. M.T. Achou.

1) Name of the Book “Manipuri Culturda Wareng Khara (Vol – 1)” By – **Dr. M.T. Achou**, Publish by - Thoudam Rano on behalf of Cultural Research Centre , Manipur. **ISBN 978-81-910974-8-1. First Edition 2012.**

2) Name of the Book “ Manipuri Shahityagee Shakon -1 ( !9 Suba Chahicha Phaobagee Matam) By – **Dr, M.T. Achou**, Publish by - Thoudam (O) Rano on behalf of Cultural Research Centre , Manipur. **ISBN 978-93-83201-08-2. First edition 2013.**

3) Name of the Book “ Mahakavi Anganghalgi Khorelonda Mityeng Ama” By – **Dr. M.T. Achou**, Publish by Thoudam Lanthenba & Chinglemba on behalf of Cultural Research centre, Manipur.**ISBN 978-93-83201-18-1. 1<sup>st</sup> edition 2015.**

h) Citation Index

i) SNIP

j) SJR

k) Impact factor

l) h - index

m)

Sl.No	Name of the Faculty	a	b	c	d	e	f	g	h	i	j	k	l
1.	L. Gopeswar Sharma												
2.	Ksh. Madhumati Devi												
3.	K. Ibemhal Devi												
4.	Dr. L. Shantikumari Devi												
5.	S. Jibanlata Devi												
6.	L. Rameswar Singh												
7.	Dr. M.T. Achou		<b>03</b>			<b>01</b>		<b>03</b>					

**Other Publications: June 2010 - December 2015**

- a) Publication in seminar Proceedings
- b) Other Publications

Sl. No	Faculty	a	b	Total
1.	Dr. M.T. Achou	<b>05</b>	<b>06</b>	<b>10</b>

**List of the Publications:**

**Dr.M.T.Achou (Assistant Professor)**

- I) Title of the Article “ Meiteigee Ashi Potloibada Metyeng Ama” Name of the Journal “ WAKHAL” Publish by – Naharol Sahitya Premmi Shamity.Imphal. Issue no. 145 to 151 . 44<sup>th</sup> Years. Date December, 2009- June to 2011. Pp. no. 16. RNI No. 17998/69-12,ISSN 2319-2089.
- II) Title of the Article “ Manipuri Khunaida Lai Haraobana Peeba Ithel” Name of the Journal IMPACT OF UMANG LAI HARAObA IN MANIPUR TRADITION . Publish by – Forward Artistes Centre En – Camped (FACE ) . 26<sup>th</sup> April, 2013. Pp. no. 99-111.
- III) Title of the Article “ Mahakavi Hijam Anganghalgee Khamba Thoibi Sheirengda Leingaklon” , Name of the Journal - Souvenir ( Anganghal National Poet of Manipur) , Publish by – Department of Art & Culture, Govt, of Manipur, Manipur State Kala Academi & Tunggee Yaifanaba Semba Kanglup, 28<sup>th</sup> January 2013 . pp. no.119-129.
- IV) Title of the Article “ Mahakavi Hijam Anganghal Khamba Thoibi Sheirangda Leingaklon”, Name of the Journal – Souvenir ( The National Poet of Manipur ) , Publish by – Department of Art & Culture, govt. of Manipur , Manipur State Kala Academi & Tunggee Yaifanaba Semba Kanglup, 28<sup>th</sup> January 2014. Pp. no. 131-147.
- V) Name of the Article “ **Mahakvi Hijam Anganghalgee Khamba Thoibi Sheirengda Leingaklon**”, Name of the Journal:-The Man of the National Epic, Hijam Anganghal Singh, Volume – 3,issue- 3, Date of Publication: 28/01/**2014**.



- VI) Name of the Article “ **The Materials used in writing the old Manuscript (Puya) and its Method of Preparation**” Seminargi Khomginba Warol, Pp.s 46-55, Volume-9, **Publish by : Manipur State Archives , Directorate of Art and Culture, Government of Manipur.** Date of Publication **2014.**
- VII) Name of the Article “**Numit Kappa Neinaba**” Publish by : **RITU, The Cultural Forum Manipur** , issue – 161 – 162 ,date of publication February and April **2015. ISBN 2348– 2044 and RNI 22347**
- VIII) Name of the Article “ **Umanglais (Tutelary Deities) of Meitei’s Religion**” Name of the Book “Spectrum of Manipuri Culture” Edited By: Y.Gopi Devi, M. Chourjit Singh and R.K. Suresh Singh, Publish by: AKANSHA PUBLISHING HOUSE, 4649-B/21, Ansari Road, Darya Ganja , **New Delhi-110002.on 2015. ISBN 978-81-8370-425-0.**
- IX) Name of the Book “**Meiteigi Leisemlonga Marileinaba Laireksing**” Publish by:- Research Forum Manipur ( REFORM). Name of the Article “ Meiteigi Leishemlonga Mari leinaba lairiksing” , 2015
- X) Name of the Book “**Oral Narratives and Culture Identity of the People of Manipur**” Publish by ;- Kha – Manipur College, Name of the Article “ Oral Narratives and Culture Identity of the People of Manipur” , **2015.**

20.Areas of consultancy and income generated: **Nil**

21.Faculty as members in a) National committees b) International Committees c) Editorial Boards:

- (a) **Dr.M.T. Achou** (Assistant Prof.), **Joint Editor**, Name of the Journal “ **Teachers’ Voice**”, A half yearly journal of All Manipur College Teachers’ Association (AMCTA), Manipur. Vol. 2 & 3, Issue – 4 & 5, December, 2012 – August, 2013

22.Student projects

a)Percentage of students who have done in-house projects including inter departmental/programme: **100%**

b)Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: **Nil.**

23.Awards / Recognitions received by faculty and students: **Nil**

24.List of eminent academicians and scientists / visitors to the department : **Nil**

25.Seminars/ Conferences/Workshops organized & the source of funding  
National b) International : **Nil.**

26.Student profile programme/course wise: 2014 - 15

Name of the Course/Programme	Application received	Selected	Enrolled		Pass P.C.
			# M	# F	
B.A. General Semester 1	04	04	04	00	100%

(Elective)					
B.A. General Semester 3 (Elective)	06	06	02	04	100%
B.A. Hons. Semester 5 (Elective)	06	06	02	04	100%
B.A. General Semester 1 (FC)	19	19	05	14	1005

Note # M – Male # F – Female.

27. Diversity of Students.

Name of the Course	% of the students from the same state	% of the students from other state	% of the students from abroad
B.A. General Course	100 %	Nil	Nil
B.A. Honours Course	100 %	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?

- **No such records maintained in the department.**

29. Student progression :

Student progression	Against % enrolled
UG to PG	90%
PG to M.Phil.	Does not arise
PG to Ph.D.	Does not arise
Ph.D. to Post-Doctoral	Does not arise
Employment	
• campus recruitment	Nil
• Other than campus recruitment	Nil
Entrepreneurship/Self-employment	100%

30. Details of Infrastructural facilities :

- Library: **The department has its own library though not sufficient number of books and Journals.**
- Internet facilities for Staff & Students: **Nil**

c) Class rooms with ICT facility : **Nil**

d) Laboratories: **Not Applicable.**

31.Number of students receiving financial assistance from college, university, government or other agencies:

All the students belonging to Scheduled Tribes are getting scholarship from the department of Tribal Development , Scheduled Caste and OBC Students from MOBC, Govt.of Manipur. Besides these, Some students are getting financial assistance from the U.G.C.

32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: **Nil.**

33.Teaching methods adopted to improve student learning

- Traditional Lecture Method
- Project work,
- Home Assignment
- Class test for each Units
- Seminar, Quiz, Group discussion as part of CIA (Continuous Internal Assessment) and
- Remedial/ special classes and tutorials etc.
- Providing upto-date study materials in addition to class lecture.
- Discussion on previous examination question papers etc.

34.Participation in Institutional Social Responsibility (ISR) and Extension activities

The students and the Faculty members of the department participated in the Institutional Social Responsibility and Extension activities organized by the college NSS Units and other co- curricular activities, participation in Inter college Youth festivals etc. In addition to these, faculty members of the department also participating in many programmes such as workshops (evaluation and Question setting, autonomous learning) Seminars and conferences organised by the college from time to time.

35.Faculty Participation/ paper Presentation in Regional , National , International Seminar / Conference / Workshop/ Symposium etc.-For the Session **June 2010 – December2015.**

**L. Gopeswar Sharma ( Associate Professor):**

Participated in the State Level Seminar

- (A) Participated a two days State Level seminar On “ NACC Assessment & Accreditation : An Institutional Challenge in the Domain Of Academic Excellence”. Spon: by- National Assessment and Accreditation( NACC ). Org: by- Seminar and Workshop Committee, Oriental College, Imphal. On 17<sup>th</sup> to 18<sup>th</sup> August, 2012.

Participated in the State level Workshop.

- (A) Participated a three days Workshop on “**Question Setting and Evaluation**”, Sponsored by: Directorate of University and Higher Education, Govt. of Manipur.

Organised By: Oriental College, Imphal, held on November 6 & 8, 2014 at Oriental College.

- (B) Participated a two days Workshop on “**Teaching Methodology Base on Autonomous Learning**” Sponsored by: Directorate of University and Higher Education, Govt.of Manipur. Organised By: Oriental College, Imphal, held on January 30 & 31, 2015 at Oriental College, Imphal.

**Ksh. Madhumati Devi ( Associate Professor ):**

Participated in the National Seminar

- (A) Participated a one day National Level Seminar on “ Assessment and Accreditation of college in Manipur”.Org: by- Oriental College, Imphal. Spon: by- Directorate of University & Higher Education, Govt. of Manipur. On 3<sup>rd</sup> August , 2010.

Participated in the State Level Seminar

- (A) Participated two days State Level Seminar On “NACC Assessment & Accreditation : An Institution Challenge in the Domain of Academic Excellence”. Spon: by- National Assessment and Accreditation (NACC).On 17<sup>th</sup> to 18<sup>th</sup> August, 2012.
- (B) Participated a two days State Level Seminar on “ Traditional System in the Action Plan On Climate Change” Spon. by:- UGC . Org. by:- Oriental College Imphal, on 22<sup>nd</sup> and 23<sup>rd</sup> February, 2013.
- (C) Participated a two days State Level seminar On Haistory Of Manipur – Meidinggu Kyamba to Bhagyachandra” Spon by- Directorate of Art & Culture Govt,of Manipur , Org, by – Oriental College in Collaboration with Manipur Historical Soceity at Oriental College on 22- 23 October 2013. . Three day Workshop on “**Question Setting and Evaluation**”, Sponsored by: Directorate of University and Higher Education, Govt. of Manipur. Organised By: Oriental College, Imphal, held on November 6 & 8, 2014 at Oriental College.

Participated in the State level Workshop.

- (A) Participated a two days Workshop on “**Teaching Methodology Base on Autonomous Learning**” Sponsored by: Directorate of University and Higher Education, Govt.of Manipur. Organised By: Oriental College, Imphal, held on January 30 & 31, 2015 at Oriental College, Imphal.

Participated in International Conference cum Workshop

- (A) Participated in the “First International Bamboo Conference cum Workshop (IBCCW- 2015)”, October, 22-26, 2015, Oriental College, Imphal, Manipur.

**K.Ibemhal Devi ( Associate Professor):**

Participated in the National Seminar

- (A) Participated a one day National Seminar on “NACC Assessment & Accreditation of College in Manipur: Basic Issues”. 3rd August 2010 at Oriental College. Imphal. Spon. by- NACC.

Participated in the State level Seminar

- (B) Participated a two days state level seminar on “NAAC Assessment & Accreditation : An Institutional Challenge in the Domain of the Academic Excellence”. Spon : by- National Assessment & Accreditation (NACC). Org: by – Seminar & Workshop Committee, Oriental College. Imphal. On 17<sup>th</sup> to 18<sup>th</sup>, August 2012.
- (C) Participated a two days State Level Seminar on “ Traditional System in the Action Plan on Climate Change” Spon. by ;- UGC . Org. by:- Oriental College, Imphal, On 22<sup>nd</sup> and 23<sup>rd</sup> February, 2013.
- (D) Participated a two days State Level Seminar on History of Manipur – Meidingu Kyamba to Bhagyachandra” Org by – Oriental College in collaboration with Manipur Historical Society, Spon , by – Directorate of Culture , Govt, of Manipur , on 22 -23 , 2013 at Oriental College. .

Participated in the State Level Workshop

- (A) Participated a three days Workshop on “**Question Setting and Evaluation**”, Sponsored by: Directorate of University and Higher Education, Govt. of Manipur. Organised By: Oriental College, Imphal, held on November 6 & 8, 2014 at Oriental College.
- (B) Participated a two days Workshop on “**Teaching Methodology Base on Autonomous Learning**” Sponsored by: Directorate of University and Higher Education, Govt. of Manipur. Organised By: Oriental College, Imphal, held on January 30 & 31, 2015 at Oriental College, Imphal.

Participated in the International Conference cum Workshop.

- (A) Participated in the “First International Bamboo Conference cum Workshop (IBCCW-2015)”, October, 22-26, 2015, Oriental College, Imphal, Manipur.

**S. Jibanlata Devi (Associate Professor:**

Participated in the National Seminar

- (A). Participated a one day National Level Seminar on “ Assessment and Accreditation of Colleges in Manipur: Basic Issues”.Org: by- Oriental College, Imphal. Spon: by- Directorate of University & Hr.Education, Govt. of Manipur. On 3<sup>rd</sup> August 2010.

Participated in the State level Seminar.

- (A) Participated a two days State Level Seminar on “NAAC Assessment & Accreditation : An Institutional Challenge in the Domain of Academic Excellence”  
Sponsored by- National Assessment and Accreditation Council (NAAC).  
Organised by – Seminar & Workshop Committee , Oriental College, Imphal. On 17<sup>th</sup> and 18<sup>th</sup> August, 2013.
- (B) Participated two days State Level Seminar on “ Traditional System in the Action Plan on climate Change”Org: by:- Oriental College, Imphal. Spon: by:- UGC. On 22<sup>nd</sup> and 23<sup>rd</sup> February, 2013.
- (D) Participated one days State level Seminar on “ History of Manipur- Meidingu Kyamba to Bhagyachandra” Spon. by – Directorate of Art & culture Govt , of Manipur, Org.by. Oriental College . on 22- 23 October,2013 at Oriental College.

Participated in the State Level Workshop.

- (A) Participated Three days Workshop on “**Question Setting and Evaluation**”, Sponsored by: Directorate of University and Higher Education, Govt. of Manipur. Organised By: Oriental College, Imphal, held on November 6 & 8, 2014 at Oriental College.
- (B) Participated a two days Workshop on “**Teaching Methodology Base on Autonomous Learning**” Sponsored by: Directorate of University and Higher Education, Govt.of Manipur. Organised By: Oriental College, Imphal, held on January 30 & 31, 2015 at Oriental College, Imphal.

Participated in the International Conference cum Workshop.

- (A) Participated in the “First International Bamboo Conference cum Workshop (IBCCW-2015)”, October, 22-26, 2015, Oriental College, Imphal, Manipur.

**Dr. L. Shantikumari Devi ( Associate Professor):**

Participated in the National Seminar

- (A) Participated in the National Seminar on “ Assessment and Accreditation of College in Manipur : Basic issues”. Org; by- Oriental College, Imphal. Spon: by- Directorate of university and Higher Education, Govt . of Manipur.on 3<sup>rd</sup> August ,2010.

Participated in the State level Seminar

- (A) Participated a two days state Level seminar on “ NACC Assessment & Accreditation: An Institutional challenge in the Domain of Academic Excellence” Sponsored by – NAAC (National Assessment and Accreditation Council)Organised by – Seminar & workshop Committee, Oriental College, Imphal. On 17<sup>th</sup> and 18<sup>th</sup> August,2013
- (B) Participated a two days state level State Level Seminar on “ Traditional System in the action Plan on Climate change”Spon. by:- UGC. Org. by:- Oriental College, Imphal, on 22<sup>nd</sup> and 23<sup>rd</sup> February, 2013.

- (C) Participated a two days State Level Seminar on “ History of Manipur , Meidingu Kyamba to Bhagyachandra” Spon.by. Directorate of Art & Culture , Govt, of Manipur, Org. by. Oriental College, on 22-23 Oct., 2013 at Oriental College.

Paper Presented in the State Level Seminar

- (A) Inter Departmentel State level Seminar ,**Paper Presented** on the title “ Gunagi Upanas singda Semgatlakliba Nupigee Charitrada Fidamgi Murti amasung Ahingba Shaktam” Org. by- oriental College. Imphal .Sponsored by –Directorate of University and Higher Education Govt. of Manipur. On 3<sup>rd</sup> August, 2010.

Participated in the State Level Workshop.

- (A) Participated three days Workshop on “**Question Setting and Evaluation**”, Sponsored by: Directorate of University and Higher Education, Govt. of Manipur. Organised By: Oriental College, Imphal, held on November 6 & 8, 2014 at Oriental College.
- (B) Participated a two days Workshop on “**Teaching Methodology Base on Autonomous Learning**” Sponsored by: Directorate of University and Higher Education, Govt.of Manipur. Organised By: Oriental College, Imphal, held on January 30 & 31, 2015 at Oriental College, Imphal.

Participated in the International Conference cum Workshop.

- (A) Participated in the “First International Bamboo Conference cum Workshop (IBCCW-2015)”, October, 22-26, 2015, Oriental College, Imphal, Manipur.

**L. Rameswar Singh (Assistant Professor):**

Participated in the National Workshop.

- (A). Participated two days National Workshop on “Ayurveda , Yoga and Naturopathy , Unani, Siddha and Homoeopathy (AYUSH)”.Org: by- Waikhom Mani Girls’ College , Thoubal Okram in Collaboration with the AYUSH Cell, Department of Health Service , Govt. of Manipur.Spon: by- University Grant Commission , NERO – Gawhati.On 7<sup>th</sup> to 8<sup>th</sup> October, 2011. At Waikhom Mani Girls’ College, Thoubal.

Participated in the National Seminar.

- (A) Participated one day National Seminar Cum workshop on “ NACC- Assessment and Accreditation of College”. Org: by- Thoubal College, Thoubal. Spon: by- The directorate of university & Hr. Education, Govt, of Manipur. On 16<sup>th</sup> April, 2011.
- (B) Participated two days National Seminar on “ Post NACC Accreditation Strategies for Quality Sustenance in College”. Org: by- Oriental College, Imphal in collaboration with S. Kulla Woman’s College, Nambol. Spon: by- University Grants Commission. On 4<sup>th</sup> & 5<sup>th</sup> Noveber,2011. At Oriental College, Imphal.

Participated in the International Seminar.

- (A) Participated three days International Seminar on “ The Status and Developmental issues of Manipuri language”. Org ; by- Research Forum Manipur (REFORM) , Manipur University, Manipuri Department , SCERT , Directorate of Education (U), Directorate of Art & Culture, Govt,of Manipur. held on 13<sup>th</sup> to 15<sup>th</sup> November, 2010 at Kangla Hall, Imphal.

Participated in the State Level Seminar.

- (A) Participated one day state Level Seminar on “Assessment and Accreditation of College in Manipur Basic Issues.” Org. by- Oriental College. Imphal. on 3<sup>rd</sup> August 2010.
- (B) Participated two day Sate Level Seminar on “NACC Assessment & Accreditation : An Institutional Challenge in the Domin of Academic Excellence.” Org: by – Seminar and Workshop Committee, Oriental College, Imphal. Spon. by- Naational Assesment & Accreditation (NACC). On 17<sup>th</sup> to 18<sup>th</sup> August , 2012.
- (C) Participated two days State level Seminar on “ traditional System in the Action Plan on Climate Change” Spon. by:- UGC. Org. by:- Oriental College, Imphal, on 22<sup>nd</sup> and 23<sup>rd</sup> February , 2013.
- (D) Participated one day State level Seminar On Hitory of Manipur – Meidingu Kyamba to Bhagyachandra” Spon, by – Directorate of Art & Culture, Govt of Manipur, Org, by – Oriental College in collaboration with Manipur Historical Soceity at Oriental College on 22-23 October 2013.

Paper Presented in the State Level Seminar.

- (A) 1<sup>st</sup> Inter Department State Level Seminar, **Paper Presented** Title “ Anisuba lanjao Matungi Manipuri Shirang: Laishram Samerendrada Meetyeng Ama”. Sponsored by – Directorate of University and Higher Education Govt. of Manipur. On 3<sup>rd</sup> August, 2010.

Participated in the State Level Workshop.

- (A) Participated three day Workshop on “**Question Setting and Evaluation**”, Sponsored by: Directorate of University and Higher Education, Govt. of Manipur. Organised By: Oriental College, Imphal, held on November 6 & 8, 2014 at Oriental College.
- (B) Participated a two day Workshop on “**Teaching Methodology Base on Autonomous Learning**” Sponsored by: Directorate of University and Higher Education, Govt.of Manipur. Organised By: Oriental College, Imphal, held on January 30 & 31, 2015 at Oriental College, Imphal.



**Dr. M.T. Achou (Assistant Professor):**

Participated in the Refresher Course

1. Refresher Course on “Manipuri Folklore and Culture” at Manipur University Canchipur, Academic Staff College (ASC) on 30<sup>th</sup> December 2011 to 19<sup>th</sup> January 2012. Sponsored by – U.G.C. Organize by – ASC , Manipur University, Canchipur. Grade - B.

Participated in the Orientation Programme

1. Orientation Programme on “Forest, Human Imagination and Forest management” at Manipur University Canchipur, Academic Staff College (ASC) on 4<sup>th</sup> August to 29<sup>th</sup> August 2010. Sponsored by – U.G.C. Organize by – ASC , Manipur University, Canchipur. Grade - A.

Participated in the National Seminar

1. Two Day National Seminar on “Adult and Lifelong Learning” Org by: Department of ACEE , Manipur University. On 7<sup>th</sup> to 8<sup>th</sup> April 2011 held at Manipur University.
2. One Day National Seminar Cum Workshop On “ NACC-Assessment and Accreditation of College” Org by: Thoubal College . Thoubal Sponsored by: The Director of University and Hr. Education Govt. of Manipur. On 16<sup>th</sup> April 2011 held at Thoubal College, Thoubal.
3. Two Day National Seminar on “Academic Reforms in Curriculum and Pedagogy in the Context of Global Trend ” Org. by: S. Kula Woman’s College . Nambol. Sponsored by: U.G.C. On May 28<sup>th</sup> to 29<sup>th</sup> 2011 held at S.K. Woman’s College.
4. Two Day National Seminar on “Manipur Politics 1946-1952” Org by: Manipur State Archives, Directorate of Art and Culture. Govt, of Manipur. On 16<sup>th</sup> and 17<sup>th</sup> August 2011 held at GM Hall, Imphal.
5. Two Day National Seminar on “Post Accreditation Strategies for Quality in Colleges” Org by : Oriental College Imphal In collaboration with S.K. Woman’s College. Nambol. Sponsored by : University Grant Commission. at Oriental College. Imphal on November, 4<sup>th</sup> -5<sup>th</sup> , 2011
6. Two Day Regional Seminar on “Climate Change on Aquatic Bio resources and its Remedies” Org. by. Department of Zoology, D.M. College of Science. Sponsored by: U.G.C. NERO Institutional Bio Tech HUB. D.M. College of Science held at D.M. College of Science. Imphal on 3<sup>rd</sup> & 4<sup>th</sup> March 2012.
7. Two Day National Seminar on “ Literature of North East India and its Future Visions” . Org.by. D.M. College of Arts. Spon: U.G.C. and Shaitya Akademi on 6<sup>th</sup> to 7<sup>th</sup>, July 2012 held at Lamyamba Shanglen hall.

8. Two Day National Seminar On “Higher Education in India: Revitalization in the Perspective of XII FYP” Org. by. Imphal College, Imphal. Spon: UGC. On 26<sup>th</sup> & 27<sup>th</sup> February, 2013 held at Imphal College, Imphal.
9. Two Day National Seminar on “Student Friendly College – A need of the Hour” Org. by. Indira Gandhi Woman’s College , Cuttack- 753002, ODISHA ( Orissa). Spon: by. UGC . On 30<sup>th</sup> and 31<sup>st</sup> March, 2013, held at Indira Gandhi Woman’s College. Cuttak, Odisha.
10. Three Day XXIX Academic Conference and National Seminar on “Quality in Higher Education: Issues and hallenges” Org.by: Punjab and Chandigarh College Teachers’ Union (PCCTU) and All India Federation of University and College Teachers’ Organisations (AIFUCTO). At GGSDS College. **Chandigarh**, on November 14 to 16, 2014.

Participated in the National Workshop

1. Two Day National Workshop in “Ayurveda Yoga and Naturopathy ,UNANI,SIDDHA and effective treatment” . Org by: Waikhom Mani Girls’ College. Thoubal Okram. Spon: University Grant Commission , NERO, Guwahati. On 7<sup>th</sup> to 8<sup>th</sup> October 2011 held at **Waikhom Mani Girls’ college, Thoubal.**
2. One Week “Question Setting and Evaluation Workshop”Org. by: Imphal College.Imphal.Sponsored by- U.G.C. and Director of Hr. and Tech.Education,Manipur.On 1<sup>st</sup> to 7<sup>th</sup> November 2011 held at **Imphal College, Imphal.**
3. Training cum Workshop on “ Language Teaching , Evaluation and Item Writing.” Org: by: National Service – India , CILL, Mysore, MHRD, GOI in Collaboration with the Department of Manipuri, **Manipur University**, Canchipur, held at the Manipur University , on 27<sup>th</sup> to 29<sup>th</sup> November, 2012.

Participated in the State Level Workshop

1. Three day Workshop on “**Question Setting and Evaluation**”, Sponsored by: Directorate of University and Higher Education, Govt. of Manipur. Organised By: Oriental College, Imphal, held on November 6 & 8, 2014 at **Oriental College.**
2. A Two day Workshop on “**Teaching Methodology Base on Autonomous Learning**” Sponsored by: Directorate of University and Higher Education, Govt.of Manipur. Organised By: Oriental College, Imphal, held on January 30 & 31, 2015 at **Oriental College, Imphal.**

Participated in the State Level Seminar

1. One Day State Level Seminar on “Teacher Education in Manipur: Problems and Prospects” Org. by. D.M.College of Teacher Education .Manipur.

- Spon: Directorate of University and Hr.Education. Govt, Manipur.  
July 18<sup>th</sup>, 2011, held at D.M. College of Teacher Education. Imphal.
2. One Day State level Seminar on “Global Warming and Climate Change “  
Org .by. Imphal College.Imphal. Spon.by: Directorate of University and Hr.  
Education. Govt. Manipur. On 6<sup>th</sup> March 2011 held at Imphal College Imphal.
  3. One Day State Level Seminar on “ Lamdamsigee Puwarida Harichandragee Mapham”  
Org: by: Manipur State Archeology , Research Forum , Manipur and Harichandra  
Enterprises. Imphal. On 1<sup>st</sup> June 2008 held at Kangla Hall, Imphal.
  4. A Two Day State Level Seminar on “ NACC Assessment and Accreditation : An  
Institutional Challenge in the Domain of Academic Excellence”. 17<sup>th</sup> to 18<sup>th</sup> August  
2012. Spon. by: NACC. Org, by- Oriental College . Imphal held at Oriental College  
Imphal.
  5. A Two Day State Level Seminar on “ History of Manipur, Meidingu Kyamba to  
Bhagyachandra”.October 22 & 23 , 2013 . Spon. by:- Directorate of Art & Culture ,  
Govt. of Manipur. Org. by:- Oriental college Imphal, in collaboration with Manipur  
Historical Society, Imphal. held at Oriental College .
  6. One day Seminar on “ **Manipuri Sahitya Amasung Sangskritida Moirang Sayon**” in  
connection with 87<sup>th</sup> Sarangthem Bormani Birth Celebration. Organised By: 87<sup>th</sup>  
Sarangthem Bormani Birth Celebration Committee, held on March 22<sup>nd</sup>,**2015** at  
Manipur Drammatic Union, Imphal.

Participated in the International Seminar

1. A Three Day International Seminar on “The Status and Development issues of Manipuri  
Canquage ” Org.by: Research Forum, Manipur, Manipur University ( Department of  
Linguistic ), SCERT, Directorate of Education (U) and Directorate of Art and Culture.  
Govt. of Manipur. On 13<sup>th</sup> to 15<sup>th</sup> November 2010 held at Kangla Hall. Imphal.

Participated in the Lecture Program

1. 1- Day Tattwabodha Lecture Programme on (A) .Coming of Hinduism & its reflection  
in Manuscripts. (B). Cosmogony in Ancient Manipuri Literature ( Leisemlon )”  
Org. by : Manipur State Archives, Manuscripts Resource Centre & Manuscripts  
Conservation Centre, Govt. of Manipur on 7<sup>th</sup> February 2013 at Manipur State  
Archive, Imphal. Sponsored by : National for Manuscripts, Ministry of Culture,  
Govt. of India, No. 11, Man singh Road, New Delhi – 110001.

Paper Presentation In The National Seminar

1. Title : “**Oral Narratives and Culture Identity of the People of Manipur**” on A Two  
day National Seminar on “ Oral Narratives of North East India” Sponsored by **UGC** ,  
Organize by Kha – Manipur College, Thoubal on 3<sup>rd</sup> and 4<sup>th</sup> May, **2015**.

Paper Presentation In The State Level Seminar

1. 119<sup>th</sup> Birth Anniversary Observance of Mahakavi Hijam Anganghal Singh. A one day Seminar on “ Mahakavi Anganghalgee Sahity ” 28<sup>th</sup> November 2011. At Lamyamba Shanglan Palace Compound, Imphal. Org.by: Tunggee Yaiphanaba Shemba Kanglup, Samurau . Title of the Paper : “Khamba Thoibi Sheirengda Leingklon ”
2. A 2 Day State Level Seminar on “Impact Of Umanglai Haraoba In Manipuri Tradition” . orgd. by: The Forward Artistes Centre En – Camped ( FACE ) At : Manipur Press Club, Imphal. On 26<sup>th</sup> and 27<sup>th</sup> October 2012. Spon. By – Department of Culture, ( EFG), Govt. of India , New Delhi. Title of the Paper: “ Manipurgi Khunaida Lai Haraobana Peba Eethil”
3. A 2 Day State Level Seminar on “Traditional System in the Action Plan on Climate Change” orgd. by: Oriental College, in Collaboration with N.G.College, Imphal, at Oriental college. spond: by; UGC, North Eastern Regional Office, Guwahati, on 22<sup>nd</sup> and 23<sup>rd</sup> February, 2013. Title of the Paper : “ The Role of the Tutelary Deities ( Umang Lai) in Preserving Ecosystem” , held at Oriental College, Imphal.
4. A 2 Day State Level Seminar on “ Textual Review of Meitei Manuscripts” Or g: by :- Manipur State Archives, Government of Manipur. Keisampat , Imphl. On 26<sup>th</sup> and 27<sup>th</sup> July, 2013 at Imphal Hotel, Conference Hall, North A.O.C. Imphal. Title of the Paper :- “The Materials Used in Writing the Old Manuscripts (Puya) and its method of Preparation” .
5. A One day Seminar on “Mahakavi Anganghal’s Poetry in the 21<sup>st</sup> Century” Jointly organised by: Directorate of Art & Culture, Govt.of Manipur and Tungee Yaiphanaba Shemba Kanglup, Samurou Keithel, On 7<sup>th</sup> February 2015 (Saturday) at Manipur Press Club, Imphal. Title of the Paper “Shingel Indu da Manipurgi Matamdugi Leingklon amasung Leibak Miyamgi Phibam”
6. Title :-**Textual Evaluation of Historical, Cultural and Literary Account Reflected in Old Manipuri Manuscript “ Naothingkhong Phambalkaba”** on One day literary Forum on “ Evaluation of Old Manipuri Manuscripts” Orgd by: Sahitya Academi and Research Forum, Manipur (REFORM) on August 4, **2014** at Lamyamba Shanglan, Imphal.
7. Title :-**“Shingel Indu da Manipurgi Matamdugi Leingklon Amasung Leibak Miyamgi Phibham”** on 122<sup>nd</sup> Birth Anniversary observance of Mahakavi Hijam Angahal Singh with a One day Seminar on the Poetry of Mahakavi Anganghal in the 21<sup>st</sup> Century, held on February 7, **2015** (Saturday) at Manipur Press Club, Imphal, Orgd by:- **Department of Art and Culture , Government of Manipur, Tunggee Yaifanaba Shemba Kanglup.**
8. Title :-**“Meiteigi Leisemlonga Marileinaba Laireksing”** One day Seminar on Meiteigi Leisemlon, held on 21<sup>st</sup> November, **2015** (Saturday) at Manipur Press Club, Imphal, Orgd by:- Research Forum Manipur ( REFORM).

Paper Presentation In The State Level Symposium

1. “Manipuri Longee Haougik Honglakliba Mashak” Org.by- Naharol Shahitya Premi Shamiti , Imphal.in connection with 116<sup>th</sup> Birth Anniversary Observance. At J.N.Dance Acadimi. Imphal. On 23<sup>rd</sup> January 2010.

### 36. SWOC analysis of the department and Future plans

#### **Strengths**

- Dedicated faculty members.
- Mutual co-operation and understanding among faculty members in academic matters.

### 5. Weaknesses

#### **Weakness:**

- Understaffed as against minimum requirement of the U.G.C. guidelines.
- No office attendant and supportive staff in the department.
- No separate room for Professors.
- Inadequate classrooms.
- No separate toilet facility of the department.
- Lack of ICT equipment for teaching and learning
- Shortage of full time teachers.
- There is no separate room for departmental library, recreation,
- No proper water supply.
- Shortage of Power etc.

#### **Opportunities:**

Though small, the department maintain a separate library with dependable books particularly for teachers to use as text book of U/G classes.

#### **Challenges:**

The faculty members are trying hard to teach students with low academic and economic background and make them competitive after completing their course in the future.

#### **Future Plans:**

- The Department has a vision for opening PG course.
- Major projects during next five years focussing on the society and culture of NE India and SE Asia.

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### xiii. GEOGRAPHY

1.Name of the department : DEPARTMENT OF GEOGRAPHY

2.Year of Establishment :

- Introduction of undergraduate course—1963
- Introduction of Graduate course (both Honours and Pass

3.Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

- B.Sc. Honours in Geography

4.Names of Interdisciplinary courses and the departments/units involved :

- Nil

5.Annual/ semester/choice based credit system (programme wise) :

- B.Sc. Honours in Geography -Semester system

6.Participation of the department in the courses offered by other departments :

- Nil

7.Courses in collaboration with other universities, industries, foreign institutions, etc :

- Nil

8.Details of courses/programmes discontinued (if any) with reasons:

- Nil

9.Number of Teaching posts:

	<b>Sanctioned</b>	<b>Filled</b>
Professors	0	0
Professors Associate Professors	4	3
Asst. Professor	1 (Regular) + 3 (Part time)	4

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt.

/Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	Experience	No. of Ph.D. Students guided for the last 4 years
I. Ibochou Singh	M.A.	Assoc. Prof.	Regional Planning	39	
Kh.Soken Singh	M A	Assoc. Prof.	Cartography	41	
L.Renuka	M A	Assoc. Prof.	Regional Planning	34	
R. K. Jeermison	MA. MPhil.Ph.D	Asst. Prof.	Population Geography	06	
M. Irabot Singh	M.A Ph.D.	Part Time	Agricultural Geography	18	
Ch. Robindro	M.A.MPhil. Ph.D.	Part Time	Agricultural Geography	18	
W.Sunil Singh	M.A	Part Time	Urban Geography	18	

11.List of senior visiting faculty: Nil

12.Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:

- Honours theory Classes:- 43
- Honours Practical Classes:- 43

13.Student -Teacher Ratio (programme wise) :

- BA. Honours: 1: 23

14.Number of academic support staff (technical) and administrative staff; sanctioned and filled :

	Sanctioned	Filled
• Supportive Staff (Technical)	Nil	Nil
• Administrative Staff	Nil	Nil

15.Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Sl.No	Name	Qualification
1	I Ibochou Singh	MA
2	Kh. Soken Singh	MA
3	L. Renuka Devi	MA
4	R K Jeermison	MA, M.Phil., Ph.D
5	M Irabot Singh	MA Ph.D.
6	Ch. Robindro Singh	MA, MPhil., Ph.D.
7	W. Sunil Singh	MA

16.Number of faculty with ongoing projects from a) National b) International funding agencies and grants received –Nil

17.Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received—Nil

18.Research Centre /facility recognized by the University –Nil

19.Publications:

- a) Publication per faculty
- b) Number of papers published in peer reviewed journals (national/ international) by faculty and students
- c) Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- d) Monographs
- e) Chapter in Books
- f) Books Edited
  - g) Books with ISBN/ISSN numbers with details of publishers
- h) Citation Index
  - i) SNIP
  - j) SJR
  - k) Impact factor
  - l) h-inden

Faculty	a	b	c	d	e	f	g	H	I
R K Jeermison		4	1			1	1		

20. Areas of consultancy and income generated

- Nil

21. Faculty as members in :

- a) National committees b) International Committees c) Editorial Boards.... Nil

22. Student projects: Compulsory paper for each student on Socio-Economic: 100%.

23. Awards / Recognitions received by faculty and students - Nil

24.List of eminent academicians and scientists / visitors to the department –Nil

25.Seminars/ Conferences/Workshops organized & the source of funding

National –Nil

International –Nil



26. Student profile programme/course wise:

Name of the Course/programme	Applications received	Selected	Enrolled		Pass P.C.
			M	F	
1 <sup>st</sup> Semester	59	52	25	26	75.9
3 <sup>rd</sup> Semester	65	65	34	31	78.6
5 <sup>th</sup> Semester	45	45	20	25	91.0

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100	00	00
UG	100	00	00

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc

29. Students progression:

Students progression

UG to PG

PG to M.Phil.

PG to Ph.D.

Ph.D to Post-Doctoral

Against % enrolled

30% (approx.)

no data

no data

no data

Employed

Campus selection

Other than campus recruitment

30. Details of Infrastructural facilities :

Library—1 documentation unit

Internet facilities for Staff & Students –Available

Class rooms with ICT facility - NIL

Laboratories –available

31. Number of students receiving financial assistance from college, university, government or other agencies—All ST/OBC students receive scholarships from the state Government.

32.Details on student enrichment programmes (special lectures / workshops / seminar) with external experts—The department organises seminars and lectures and participate mock parliament on topic related to the syllabus as part of enrichment programmes for students.

33.Teaching methods adopted to improve student learning :

- i) Class room and field study
- ii) Remedial coaching classes
- iii) Organising Seminars
- iv) Special classes, tutorials etc.

34.Participation in Institutional Social Responsibility (ISR) and Extension activities—The students and the faculty members regularly participate in the Institutional Social Responsibility and Extension activities organised by the college NSS Unit.

35.SWOC analysis of the department and Future plans:

Strength: - The department is moving forward imparting quality teaching and striving hard to complete syllabus in time. This has produced results with 100% pass percentage.

Weakness:-Instrument using in the department are obsolete, it needs updating.

Opportunities:-Immense scope to serve in academics as well as in various national and state level competitive exams to the highest level in administration.

Challenges:- To prepare very weak and non-motivated students towards studying the subject so that they may learn besides mere passing out exams.To upgrade the standard of students of UG Courses within a limited infrastructural arrangement.

**Future Plans**-To make the subject more attractive to the students so that they try to study the subject with love to inculcate the spirit of research among the students using available/improved infrastructural amenities in the institution. The college has the following future plans:-

1. To start remote sensing and GIS courses
2. To start a three months course on tourism planning
3. To have collaboration with GIS professional companies
4. To start competition guidance cell for the Geography.

## ORIENTAL COLLEGE SELF- STUDY REPORT 2016

### E. POST-ACCREDITATION INITIATIVES

The College has already undergone accreditation by NAAC and awarded 'B' grade on 8<sup>th</sup> January, 2011. Since then the initiatives of quality enhancement and improvement process have been made more stringent focussing on various aspects of the institution.

1. The following is a brief report of those initiatives taken up during the last four years for overall development of the College aligned with its vision and mission as an institution of higher learning in the state.

#### **2011-12:**

The plan of action chocked out by the institution during the year for materialization:

- i) Identifying SWOC that required urgent action and determining the necessary human and material resources needed to carry out planned objectives.
- ii) Adopting various innovative practices including ICT based teaching -learning inputs.
- iii) Upgrading the existing laboratory and library facilities.
- iv) Creating a database for all the faculty members and students for student progression and academic administration.
- v) Solving the ever-worsening power deficiency by making alternative arrangements.
- vi) Stepping up liaison and collaboration with Govt., and NGOs for the benefit of students and teachers in matters of contemporary relevance.
- vii) Enhancing student enrolment through introduction of new career oriented courses.
- viii) Organising and encouraging faculty members for seminars, work shop as well as research projects.

#### **Outcomes of the plan achieved by the end of the year:**

1. Career Oriented Course in Mushroom Cultivation introduced upto Advanced Diploma under the Department of Botany.
2. Various faculties involved currently as research guides for M.Phil and Ph. D. degrees.
3. Short term training courses on Computer literacy for faculty, staff and students given in the College itself by engaging outside experts as well as internal skill-hands.
4. A continuous evaluation system has been actively discussed to make strategy for introduction.

5. Faculties adopt comprehensive teaching plans and provide all possible study material and counselling support for both slow and advanced learners. Remedial and tutorial classes have been reflected in the class time table.
6. ICT tools and techniques are being increasingly used.
7. Proposal for Autonomous Status have been submitted to the UGC
8. Organized a Two Day National Seminar on Post Accreditation Strategies for Quality Sustenance in College from 4<sup>th</sup> to 5<sup>th</sup> November, 2011.
9. Extension lecture cum interaction programme organized by Department of English on “Trends in Modern English Poetry”
10. Extension lecture programme organized by Department of Mathematics on “Introduction to Fuzzy” on 22<sup>nd</sup> October, 2011 with Prof. Anjan Mukherjee, Agartala, Tripura.
11. A One Day Workshop for students on “Today’s Youth Tomorrow’s Entrepreneurs” organized in collaboration with National Small Industries Corporation Limited on 6<sup>th</sup> February, 2012.
12. Interaction cum counselling session in Aviation and Hospitality organized by the college
13. collaboration with SKY International Academy, Guwahati on 9<sup>th</sup> November, 2011.
14. One Institutional Level Biotech-Hub established under Biotech Consortium of India Limited.
15. Dr. Khundrakpam Aruna Devi of Department of English has got approval for undertaking a UGC sponsored Minor Research Project on “A Contrastic Analysis of English, Manipuri and Burmese” with financial assistant of Rs. 1,50,000/- on 21<sup>st</sup> Nov., 2011.
16. Dr. O. Rudrababu Singh, Department of History has got approval for undertaking an UGC sponsored Minor Research Project on “History of Revenue System in Manipur” with financial assistant of Rs. 1,50,000/- on 26<sup>th</sup> November, 2011.
17. Laishram Ibeni Devi, Department of Mathematics has got approval for undertaking a UGC sponsored Minor Research Project on “Fixed Point in Cone Space” with financial assistant of Rs.1,25,000/- on 30<sup>th</sup> Nov., 2011.
18. One new class room constructed for Education Department. And four old class room renovated.
19. Construction of Indoor Stadium and Swimming Pool started under UGC.
20. Renovation of all science laboratories and procured science equipments under UGC and DBT schemes.
21. Opened one College Gymnasium replete with facilities like multigym, treadmills, exer-bikes, vibra plate and weight training materials.
22. Renovation of Computer Centre cum E-Learning Centre.
23. Acquired 6(six) new computers.
24. Two Smart boards and 4 LCD projectors installed.
25. A new wing for the College Students’ constructed.

26. Installed one Genset Green (25K VA).

27. One Sony Bravia LCD TV installed in the College Central Library.

**2012-13:**

The action plans adopted at the beginning of the year:

- i. Renovation in the teaching-learning process by devising new strategies and by going beyond the routine exam-oriented measures. Strategies include improvement of teaching method using educational technology, project based student seminars, provision for computer skills, encouragement of co-curricular skills and incorporating a sense of community orientation.
- ii. Enhancement of the roles and functions of various committees functioning under the IQAC in order to meet new requirements which the overall reorientation of plans and objectives have brought about.
- iii. Working vigorously towards the realisation of Autonomous status. The UGC has already accepted the proposal and initial process is underway for evaluation of the college's performance in this regard.
  - iv. Upgrading the existing infrastructure like science laboratories, ICT, Library and other physical infrastructure available in the college.
  - v) Availing existing resources and opportunities for provision for every possible assistance to differently-abled students.
  - vi) Updating the college website ([www.orientalcollege.edu.in](http://www.orientalcollege.edu.in)).
  - vii) Supplementing the ever-worsening power deficiency by making alternative arrangements.
  - ix) Renovation and refurnishing of the existing classrooms in the humanities block.
  - x) Acquisition of one Smart Board each for all the thirteen departments.
  - xi) Stepping up liaison and collaboration with governmental, non-governmental and other organizations to benefit students and faculty alike in matters of contemporary relevance.
  - xi) Enabling the College Students' Union and the NSS cell to also have a say in decision-making concerning the development of the college.
  - xii) To enhance student enrolment by re-invigorating the existing departments and through the introduction of new career oriented courses, certificate courses and by offering incentives to meritorious students.

- xiii) To devise and pursue a detailed plan for optimum utilization of financial resources from different funding agencies for different developmental progress.
- ix) Conducting seminars, workshops, extension activities and research projects on issues and themes of educational and academic relevance.

**Outcomes of the plan of action achieved by the end of the year:**

1. Renovation of four classrooms at the Humanities Block completed.
2. Construction of an indoor stadium under UGC scheme is almost complete and a swimming pool, also under UGC scheme is nearing completion.
3. Acquired 13 new Hewlett Packard Core I3 laptops, one each for every department.
4. Pipe works has been renovated/ reinstalled for the Department of Chemistry's laboratory.
5. Established one College Gymnasium Club for students and teachers replete with multiple facilities and its maintenance handed over to the College Students' Union. Science equipments procured under UGC and DBT schemes.
6. Installed one Wimax System acquired from BSNL Imphal.
7. A continuous evaluation system has been adopted.
8. Faculties adopt comprehensive teaching plans and provide all possible study material and counselling support for both slow and advanced learners.
9. Remedial and tutorial classes have been introduced and ICT tools and techniques are being increasingly used.
10. Proposal for Autonomous Status have been submitted to the UGC and the college is preparing for the inspection by an UGC team likely to be conducted in the first week of May 2013.
11. Significant increase in student enrolment from the previous year by approximately 30 per cent.
12. Organized a Two day National Seminar on '*NAAC assessment and accreditation ; An Institutional Challenge in the Domain of Higher Education*' 17<sup>th</sup> to 18<sup>th</sup> August 2012.
13. A Two Day State Level Seminar on "*Traditional system in the action plan on climate change*" sponsored by the UGC was held at the college in collaboration with NG Mani College on 22-23 February, 2013.

14. Patriots' Day observed on 13<sup>th</sup> August 2012 and a Quiz Competition was organized in connection with the event.
15. Foundation Day of the College celebrated on 8 August 2012 accompanied by a Lecture Programme .
16. A Two Day Workshop on Hands-on Training Programme of PCR Techniques and Application in Modern Research held on 10<sup>th</sup> and 11<sup>th</sup> October 2012. It was participated by college teachers from several colleges in the State.
17. NSS unit of the College conducted its regular camp on 27<sup>th</sup> November 2012.
18. Observed National Voter's Day on 25<sup>th</sup> January 2013.
19. 30 students from the college participated in a '*Seven Days Conservation and Preservation of Biological Specimens*' organised by the Manipur State Museum and the State Department of Art and Culture.
20. Felicitation programme for the award of Phd. Degree organised for Dr. Th. Premeswori Devi (deptt. of Anthropology) on 23/08/2012 and accompanied by a Lecture Programme.
21. Annual College Sports Meet organised from 28<sup>th</sup> to 30<sup>th</sup> November 2012.
22. A Boys' and a Girls' Contingent of the college participated in the March Past parade of the Republic Day celebration organised by the State Government on 26 January, 2013.
23. Already applied for and awaiting approval for introduction of five (5) different Career Oriented Courses each in Arts and Science streams.
24. Research activity continuing under the Institutional Level Biotech-Hub established under Biotech Consortium of India Limited.
25. Career Oriented Course in Mushroom Cultivation continued under the Department of Botany.
26. Various faculties involved currently as research scholars as well as research guides for M. Phil and Ph.D. degrees.
27. Short term courses on Computer application for faculty, staff and students introduced.

**Outcomes of the plan achieved by the end of the year:**

1. Proposal for Autonomous Status have been submitted to the UGC and the college is preparing for the inspection by an UGC team likely to be conducted in the first week of May 2013.

2.Organized a Two day National Seminar on ‘NAAC assessment and accreditation: An Institutional Challenge in the Domain of Higher Education’ 17<sup>th</sup> to 18<sup>th</sup> August 2012.

3.A Two Day State Level Seminar on “Traditional system in the action plan on climate change” sponsored by the UGC was held at the college in collaboration with NG Mani College on 22<sup>nd</sup> and 23<sup>rd</sup> February, 2013.

4.Patriots’ Day observed on 13<sup>th</sup> August 2012 and a Quiz Competition was organized in connection with the event.

5.Foundation Day of the College celebrated on 8 August 2012 accompanied by a Lecture Programme

6.A Two Day Workshop on Hands-on Training Programme of PCR Techniques and Application in Modern Research held on 10<sup>th</sup> and 11<sup>th</sup> October 2012. It was participated by college teachers from several colleges in the State.

7.NSS unit of the College conducted its regular camp on 27<sup>th</sup> November 2012.

8.Observed National Voter’s Day on 25<sup>th</sup> January 2013.

9.30 students from the college participated in a ‘Seven Days Conservation and Preservation of Biological Specimens’ organised by the Manipur State Museum and the State Department of Art and Culture.

10.Felicitation programme for the award of Ph. D. Degree organised for Dr. Th. Premeswori Devi (Deptt. of Anthropology) on 23/08/2012 and accompanied by a Lecture Programme.

11.Annual College Sports Meet organised from 28<sup>th</sup> to 30<sup>th</sup> November 2012.

A Boys’ and a Girls’ Contingent of the college participated in the March Past parade of the Republic Day celebrations organised by the State Government on 26<sup>th</sup> January 2013.

12."Studies on Physio-chemical Characteristics— Fish and Fishing Resource Potential and Diversity of Macrophytes of Moirang River, Manipur. written by S. Suma, R.K. Rajeshwori Devi(Associate Professor, Deptt, of Zoology, Oriental College) and M. Shanta Kumar in Biological Form, An International (5(I)-27-32,2013).

13."Judiciary under British superintendency in Manipur( 1891-1907), written by Dr. O. Rudrababu Singh, Assistant Professor, Department of History, Oriental College, in the proceedings Volume of 32<sup>nd</sup> Session of North-East India History Association(NEIHA) held at Tripura University, Agartala, 2012.

14."A Fuzzy Group Decision Making Method based on an Borda Count for Customer Relationship Management", written by Dr. Th. Biren Singh, Principal, Oriental College, Imphal in Advances in Fuzzy Sets and Systems, Vol.11 in 2012.

15"A Method based on the Fuzzification for Solving Fuzzy Number Relationship Linear Programming Problems", written by Dr. Th. Biren Singh, Principal, Oriental College, Imphal. in Advances in Fuzzy Sets- and Systems, Vol. 13 in 2012.



16."An Approach to Clustering based on Fuzzy Relations for Decision-maker Relationship Management", written by Dr. Th. Biren Singh, Principal, Oriental College, Imphal, in the Journal of the Indian Academy of Mathematics, Vol.34 in 2012.

17."Interval linear programming using fuzzy rule band systems - new approach" written by Dr. Th. Biren Singh, Principal, Oriental College, Imphal, in "International Journal of Mathematical Science and Engineering application". Vol. - 7 January,,2013 edition.

18."A Fuzzy Group Decision Making Method based on an Borda Count for Customer Relationship Management", written by Dr. Th. Biren Singh, Principal, Oriental College, Imphal in Advances in Fuzzy Sets and Systems, Vol.11 in 2012.

19."A Method based on the Fuzzification for Solving Fuzzy Number Relationship Linear Programming Problems", written by Dr. Th. Biren Singh, Principal, Oriental College, Imphal. in Advances in Fuzzy Sets- and Systems, Vol. 13 in 2012.

20."An Approach to Clustering based on Fuzzy Relations for Decision-maker Relationship Management", written by Dr. Th. Biren Singh, Principal, Oriental College, Imphal, in the Journal of the Indian Academy of Mathematics, Vol.34 in 2012.

21."Interval linear programming using fuzzy rule band systems - new approach" written by Dr. Th. Biren Singh, Principal, Oriental College, Imphal, in "International Journal of Mathematical Science and Engineering application". Vol. - 7 January,,2013 edition.

22.Renovation of four classrooms at the Humanities Block completed.

23.Construction of an indoor stadium under UGC scheme is almost complete and a swimming pool, also under UGC scheme is nearing completion.

24.Acquired 13 (thirteen) new Hewlett Packard Core I3 laptops, one each for every department.

25.Pipe works has been renovated/ reinstalled for the Department of Chemistry's laboratory.

26.Established one College Gymnasium Club for students and teachers replete with multiple facilities and its maintenance handed over to the College Students' Union.

27.Science equipments procured under UGC and DBT schemes.

28.Installed one Wimax System acquired from BSNL Imphal.

#### **2013-14:**

The action plans adopted at the beginning of the year:

- i. Various capacity building programmes for autonomous teaching-learning and evaluation to be taken up.
- ii. Efforts be made for pursuing the state government and other agencies or sources for revamping of infrastructure, particularly Lab. and class room equipment.
- iii. Efforts be made to include continuous internal assessment in the academic calendar to make it a comprehensive one.

- iv. To encourage the Departments that do not incorporate field study/fieldwork in the syllabus to arrange study tour/field visit/survey.
- v. To conduct workshops, seminars, extension activities.
- vi. Completion of digitalisation and automation of the library.
- vii. To encourage research activities of the teachers and the students.
- viii. To organise hands-on training cum workshop on curriculum development for introducing more value added and supplementary/supportive courses.
- ix. To create additional facilities for indoor and aquatic games.
- x. To prepare for applying for CPE.

**Outcomes of the plan achieved by the end of the year:**

1. Five seminar/conference/workshops were organised, one international, one national, one state and two institutional level, on themes of teaching-learning-evaluation methodology and curriculum.
2. The system of continuous internal assessment (CIA) of 40 marks and Semester End Examination of 60 marks was structured for introducing in each course from the next Semester instead of the existing pre-final test and Semester final examination of 100 marks.
3. One additional FC namely English Writing and Communication Skill, and one VAC namely Human Rights and Duties were prepared for the next Semester.
4. Off-line OMR supported unit test, home assignment, project work, seminar, quiz, group discussion, double evaluation as initiatives in examination.
5. Workshop on curriculum development conducted in the college with sponsorship by the state Directorate of University and Higher Education and all the teachers were attended.
6. Number of teachers participated in refresher courses was 3 and in orientation courses was 2 during the year.
7. Number of staff attended training programmes conducted by the University and other institutions was 10 during the year.
8. Two Part-Time teachers- Th. Premeswari Devi (Anthropology) and M. Babita Devi (Education) awarded Ph.D. degree under Manipur University.
9. Books worth Rs. 1,50,000 were purchased and Lab. equipment worth Rs. 1,75,000 added from the fund released by the state government during the year.
10. A Two Day State Level Seminar on “ History of Manipur , Meidingu Kyamba to Bhagyachandra” Spon.by. Directorate of Art & Culture , Govt, of Manipur, Org, by. Oriental College, on 22-23 Oct., 2013 at Oriental College.
11. Participated a two days State Level Seminar on “ NAAC Assessment & Accreditation : An Institutional Challenge in the Domain of Academic Excellence”. sponsored by- National Assessment and Accreditation Council (NAAC), organised by – Seminar & Workshop Committee , Oriental College. Imphal. On 17<sup>th</sup> and 18<sup>th</sup> August, 2013.
12. Begged 2<sup>nd</sup> position in Best Physique (Male) in Inter-College Body Building tournament organised by Manipur University.
13. Participated Inter-College Football tournament organised by Manipur University. A team comprising 16 students participated in the tournament.
14. Regular camp of NSS Unit I & II in relation to Golden Jubilee celebration of the college on 3<sup>rd</sup> August, 2014.

15. 7 day special camp of NSS Unit I & II from 25<sup>th</sup> June to 1<sup>st</sup> July, 2014 on the theme ‘Youth for Eco-development’.

## **2014-15**

Plans of action for the year, 2014-15

1. Reformation of teaching learning and evaluation system towards autonomous system.
2. To create a vibrant and constructive academic atmosphere.
3. Constant academic discussion and deliberation in order to translate the vision of the college into reality.
4. Preparation for starting two more COCs from the session, 2015-16 already granted by the UGC.
5. To open new courses at under graduate level and to start PG classes in the three target Depts.
6. Development of infrastructure on priority basis under RUSA.
7. To revamp and full automation of the Central Library.
8. To introduce Bulk SMS largely for effective communication to students and parents.
9. To take up measures to end interruption in power supply and Internet coverage.
10. To organise more seminars, workshops, interaction and lecture programmes with the aim of enhancing effective implementation of autonomous learning and evaluation.

### **Outcomes of the plan achieved by the end of the year:**

- i. Under the supervision of the Manipur University, the teaching learning and evaluation methods are reformed to autonomous or student centred learning method.
- ii. The academic council of the Manipur University approved our proposal of 40:60 continuous internal assessment and end semester assessment.
- iii. Introduce continuous Internal Evaluation (CIA) for 40 marks and 60 marks for Semester End Examination.
- iv. College introduce grading system at the 7 point scale
- v. Teachers are reoriented in evaluation and autonomy learning system by conducting workshop under the Government sponsorship.
- vi. Confirmed to open two more career oriented courses from 2015 June session under the U.G.C scheme of COC.
- vii. Food processing and quality control and communicative and functional English lab have been established for 2 more COC's as add-on courses .
- viii. Institutional and departmental preparations are important for the successful implementation of autonomous teaching and evaluation reforms.
- ix. IQAC conducted a 3 day workshop on technique of Question Paper Setting and Evaluation; and a 2-day workshop on “Teaching Methodology based on Autonomous learning” which was sponsored by the Directorate of the Hr. Edn., Govt. of Manipur.

- x. The laboratory of Physics Dept. has been improved with more infrastructural materials.
- xi. One laboratory of Environmental Dosimetry Laboratory has been established for major research project sponsored by AERB, Mumbai in Physics Dept.
- xii. Zoology laboratory, Departmental office and class room have been shifted to the Eastern block as the previous one has been damaged.
- xiii. Hand on workshops have been organised in Institutional Bio-Tech hub.
- xiv. Botany Dept. has been extended by renovating one more laboratory cum classroom.
- xv. An indoor stadium and a swimming pool have been inaugurated by the Hon'ble Edn. Minister, Govt. of Manipur and by the Hon'ble Social Welfare and Cooperation, Minister, Manipur.
- xvi. The Academic Council of the College in its 2<sup>nd</sup> meeting resolved to persuade the Manipur University for according more Research Guideship to deserving faculty members of the College.
- xvii. The College implemented autonomous status from the 2014-15 session as recommended by the UGC inspection team. Two Ordinances of teaching-learning and evaluation have been passed by the AC and GB.
- xviii. Foundation and Value-added courses are introduced for building national and humanitarian personality.
- xix. One Language Laboratory of English Department has been set up.

## **2.Hurdles and shortcomings during the last five years:**

The following are the main hurdles that the college experienced as challenges, and that the college should overcome in due course of our strategy.

### ➤ Infrastructural development:

The College being a government institution, its manpower, campus development and all infrastructural facilities are created and owned by the state government. While approaching the higher authority for infrastructural development, they used to turn the deaf ear gesturing very low budgetary provision for higher education. The average annual allocation for purchase of Lab. equipment and library books for the College is Rs.1.70 lac (for seven laboratories) and Rs. 1.50 lac (for thirteen Depts.) respectively. The investment for buildings is meant for repairs of certain rooms only, and it is also irregular.

In this situation, the only measure is to prepare oneself for fulfilling the guidelines to approach the UGC and other related funding agencies with the permission of the government and the affiliating University for attaining our goals and sustaining quality of higher education at par with the national policy. Under this strategy, the College staff have volunteered to opt for Autonomous Status. The College has applied for CPE, and also submitted detailed project report for construction of G+2 academic complex to the state higher authority for onward submission to NEC.

### ➤ Staff recruitment:

Understaff is the most dejecting problem in the College. The administrative and library staff is rather pitiable. For the last five years, the Central Library has been taking care of by a Bookman.

The administrative Grade-III support staff has reduced to one (UDC) during the last two years. Office support staff and Laboratory staff of all the different Departments are greatly reduced, and even to nil in many cases. The teaching staff is comparatively better, though some of the Departments are understaffed. No substitute has been posted when a staff retired or expired. The government colleges have no power to fill up vacant position temporarily or regularly. What the college does is to submit in time a list of requirements and persuade the higher authority.

The only solution is interim arrangement by the college authority itself till the government fills the vacancy. The financial position and management of the college has to be strengthened by networking with funding agencies with approval of the state government.

GOVERNMENT OF MANIPUR  
OFFICE OF THE PRINCIPAL  
ORIENTAL COLLEGE(AUTONOMOUS),  
TAKYELPAT, IMPHAL WEST

**Declaration by the Head of the Institution**

I certify that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part there of has been outsourced.

I am aware that the Peer Team will validate the information provided in this SSR during the peer team visit.

Place: Imphal  
Date: 30-05-2016



*Dr. Th. Biren Singh*  
(Dr. Th. Biren Singh)  
Principal  
Oriental College, Takyelpat,  
Imphal West, Manipur  
*Principal*  
*Oriental College Imphal*  
*Government of Manipur*

## CERTIFICATE OF COMPLIANCE

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that Oriental College, Takyelpat, Imphal fulfils all norms

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.] and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation /recognition is conditional, then a detailed enclose with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.



Date: 30-05-2016

Place: Imphal.

*Dr. Biren Singh*  
DR. Th. Biren Singh  
Principal, Oriental College  
(Name and Signature with Office seal)

*Principal*  
Oriental College Imphal  
Government of Manipur



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
*An Autonomous Institution of the University Grants Commission*

## *Certificate of Accreditation*

*The Executive Committee of the  
National Assessment and Accreditation Council  
on the recommendation of the duly appointed  
Peer Team is pleased to declare the  
Oriental College  
Takyel, Imphal, affiliated to Manipur University, Manipur as  
Accredited  
with CGPA of 2.41 on four point scale  
at B grade  
valid up to January 07, 2016*



*Date : January 08, 2011*

*HARAJAN*  
Director





राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
An Autonomous Institution of the University Grants Commission

## Quality Profile

Name of the Institution : Oriental College  
Place : Takyel, Imphal, Manipur

Criteria	Weightage ( $W_i$ )	Criterion-Wise Grade Point Averages ( $Cr_i$ GPA)	$W_i \times Cr_i$ GPA
I. Curricular Aspects	050	2.40	120
II. Teaching-Learning and Evaluation	450	2.38	1071
III. Research, Consultancy and Extension	100	1.90	190
IV. Infrastructure and Learning Resources	100	2.30	230
V. Student Support and Progression	100	2.70	270
VI. Governance and Leadership	150	2.76	414
VII. Innovative Practices	050	2.30	115
Total	$\sum_{i=1}^7 W_i = 1000$		$\sum_{i=1}^7 (W_i \times Cr_i \text{ GPA}) = 2410$

$$\text{Institutional Score} = \frac{\sum_{i=1}^7 (W_i \times Cr_i \text{ GPA})}{\sum_{i=1}^7 W_i} = \frac{2410}{1000} = \boxed{2.41}$$

Grade =

Descriptor =

Date : January 08, 2011

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*Harman*  
Director

NAAC for Quality and Excellence in Higher Education

**PEAR TEAM REPORT ON  
INSTITUTIONAL ACCREDITATION OF  
ORIENTAL COLLEGE, Imphal, Manipur**

Section I: GENERAL	Information
1.1 Name & Address of the Institution:	ORIENTAL COLLEGE, N C Road, Takyel, Imphal, Manipur
1.2 Year of Establishment:	1963
1.3 Current Academic Activities at the Institution (Numbers):	
• Faculties/ Schools:	2 – Science & Arts
• Departments/ Centers:	13
• Programmes/ Courses offered:	UG + Certificate Courses
• Permanent Faculty Members:	55 + (23 part time)
• Permanent Support Staff:	24
• Students:	382
1.4 Three major features in the institutional context (As perceived by the Peer Team):	<ul style="list-style-type: none"> <li>• Cater to students belonging to disadvantaged categories.</li> <li>• Very low teacher-student ratio.</li> <li>• Government managed college in rural area.</li> </ul>
1.5 Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	13-15 September, 2010 (Visit schedule attached)
1.6 Composition of the Peer Team which undertook the on-site visit:	
Chairperson	Prof. B L Chaudhary, Former Vice-Chancellor Mohanlal Sukhadia University, Udaipur, Rajasthan
Member- Coordinator	Dr M R Kurup Former Principal, V G Vaze College, Mulund East, Mumbai
Member	Prof S V Sudheer, Director, Planning & Development, University of Kerala, Thiruvananthapuram.
NAAC Coordinator:	Dr. Ganesh Hegde, Assistant Adviser, NAAC

<b>Section II: CRITERION WISE ANALYSIS</b>	
<b>2.1 Curricular Aspects:</b>	
2.1.1 Curricular Design & Development:	<ul style="list-style-type: none"> <li>❖ Conformity with stated goals and objectives.</li> <li>❖ Curricular options are as per university norms.</li> <li>❖ Curriculum needs to gear towards promoting career development and empowerment of students.</li> </ul>
2.1.2 Academic Flexibility:	<ul style="list-style-type: none"> <li>❖ Curriculum is flexible to a certain extent.</li> <li>❖ Efforts needed to ensure attainment of the five core values of higher education as enunciated by NAAC.</li> </ul>
2.1.3 Feedback on Curriculum	<ul style="list-style-type: none"> <li>❖ Formal feedback system needs to be setup to sustain quality and relevance of curriculum</li> </ul>
2.1.4 Curriculum Update	<ul style="list-style-type: none"> <li>❖ Curriculum is updated by university at regular intervals.</li> <li>❖ ICT courses need to be introduced.</li> <li>❖ Senior teachers need to contribute to curriculum update.</li> </ul>
2.1.5 Best Practices in Curricular Aspects (If any):	<ul style="list-style-type: none"> <li>❖ Semester system from year 2010-11.</li> </ul>
<b>2.2 Teaching-Learning &amp; Evaluation:</b>	
2.2.1 Admission Process and Student Profile	<ul style="list-style-type: none"> <li>❖ Admission is open to all with provisions for reservation as per State Government norms.</li> <li>❖ Information about admission is publicized in the prospectus, local news papers etc.</li> <li>❖ Efforts to be initiated to improve enrolment at entry levels.</li> </ul>
2.2.2 Catering to the Diverse Needs:	<ul style="list-style-type: none"> <li>❖ Efforts to be made to formally identify slow and advance learners.</li> <li>❖ Needs to develop formal system of remedial courses.</li> <li>❖ Formal systems of tutorial and mentoring need to be introduced.</li> </ul>

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2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> <li>❖ College is following a system of study using teaching plan.</li> <li>❖ Efforts to improve teaching-learning by using innovative and ICT enabled practices need to be strengthened.</li> <li>❖ Institution needs to introduce formal system of evaluation of teachers by students.</li> </ul>
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> <li>❖ Teachers are recruited by State Government.</li> <li>❖ Institution needs to make arrangements for training programmes for teachers in the use of computers, internet, AV and ICT aids for enhancing teaching methodology.</li> <li>❖ Needs to encourage teachers to actively participate in seminars/ workshops and conferences at national/international levels.</li> </ul>
2.2.5 Evaluation Process and Reforms:	<ul style="list-style-type: none"> <li>❖ The college has to explore innovative evaluation methods.</li> <li>❖ Needs to introduce monitoring of progress and reporting of students' performance.</li> </ul>
2.2.6 Best Practices in Teaching-Learning and Evaluation (If any):	
<b>2.3 Research, Consultancy &amp; Extension:</b>	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> <li>❖ Zoology Department is focused towards research with minor and major projects.</li> <li>❖ Encourage teachers and students of other departments to take up research projects.</li> <li>❖ Explore funding avenues for research by taking up major and minor research projects relevant to the State of Manipur.</li> </ul>
2.3.2 Research and Publications Output:	<ul style="list-style-type: none"> <li>❖ Some of the faculty members have Ph.D. degree and have published articles and books besides attending seminars and conferences.</li> <li>❖ More Efforts may be made to publish research papers in refereed journals.</li> </ul>

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2.3.3 Consultancy:	<ul style="list-style-type: none"> <li>❖ Teachers who have Ph.D. &amp; M.Phil may be encouraged to take up consultancy.</li> </ul>
2.3.4 Extension Activities:	<ul style="list-style-type: none"> <li>❖ The NSS unit is actively engaged in community extension programmes.</li> <li>❖ Social awareness programmes are carried out for the benefit of the neighborhood.</li> <li>❖ Efforts should be made to develop networking with NGOs and GOs for promoting outreach programmes.</li> </ul>
2.3.5 Collaborations:	<ul style="list-style-type: none"> <li>❖ College does not have any collaboration with external agencies.</li> </ul>
2.3.6 Best Practices in Research, Consultancy & Extension (If any) :	<ul style="list-style-type: none"> <li>❖ A few teachers have major research projects.</li> <li>❖ Village adoption by NSS.</li> </ul>
<b>2.4 Infrastructure and Learning Resources:</b>	
2.4.1 Physical Facilities for Learning:	<ul style="list-style-type: none"> <li>❖ Physical facilities are adequate for the present programmes.</li> <li>❖ Renovation of old physical facilities is urgently needed.</li> <li>❖ Needs to make the facilities more friendly for differently-abled persons.</li> </ul>
2.4.2 Maintenance of Infrastructure:	<ul style="list-style-type: none"> <li>❖ Infrastructure is maintained by Public Works Department.</li> <li>❖ Needs to provide adequate financial provisions for maintenance and housekeeping.</li> <li>❖ The campus is environment friendly.</li> </ul>
2.4.3 Library as a Learning Resource	<ul style="list-style-type: none"> <li>❖ The library has an advisory committee to monitor day to day management, but does not have a regular librarian.</li> <li>❖ Needs to make computerization fully functional.</li> <li>❖ Need to enrich the library with book bank and more reference books and academic journals.</li> </ul>
2.4.4 ICT as Learning Resource:	<ul style="list-style-type: none"> <li>❖ Need to set up central computing facilities.</li> <li>❖ Strengthening of computer aided /multi media teaching/learning resources.</li> <li>❖ Efforts may be made to ensure computer literacy among all students and teaching/nonteaching staff.</li> </ul>

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2.4.5 Other Facilities:	<ul style="list-style-type: none"> <li>❖ Recreational, sports/games and canteen facilities are available.</li> <li>❖ Students/Staff have been provided with rest rooms, vehicle parking and telephone facilities.</li> </ul>
2.4.6 Best practices in Infrastructure and Learning Resources(if any)	<ul style="list-style-type: none"> <li>❖ Planting a tree saple to mark the retirement of Faculty/Staff.</li> </ul>
<b>2.5 Student Support and Progression:</b>	
2.5.1 Student Progression:	<ul style="list-style-type: none"> <li>❖ The college has been adhering to inclusive policy for admission.</li> <li>❖ Academic performance in terms of annual examinations needs to be improved.</li> <li>❖ Needs to create mechanism to monitor student progression to higher education and employment.</li> </ul>
2.5.2 Student Support:	<ul style="list-style-type: none"> <li>❖ Updated Prospectus is published regularly.</li> <li>❖ Grievance redressal mechanism and Placement Services need to be streamlined.</li> <li>❖ Value added programmes for improving workplace and life skills need to be strengthened.</li> </ul>
2.5.3 Student Activities:	<ul style="list-style-type: none"> <li>❖ Alumni Association to be made active and facilitative to strengthen stakeholder relationship and institutional development.</li> <li>❖ One student secured Gold in the State Level Body Building and 3 blind students secured multiple medals in All India Completions.</li> <li>❖ Significant scope for projecting cultural talents of students at the state and national level.</li> </ul>
2.5.4 Best Practices in Student Support and Progression (If any):	Transparent admission policy, Freeships /Fellowship for OBC/SC/ST classes as per Govt. Rules.

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<b>2.6 Governance and Leadership:</b>		
2.6.1 Institutional Vision and Leadership:		<ul style="list-style-type: none"> <li>❖ Vision/Mission statements need to be more focused.</li> <li>❖ Curricular design and range to be directly facilitating vision/mission.</li> <li>❖ Expedite the appointment of a regular principal to provide proactive leadership.</li> </ul>
2.6.2 Organizational Arrangements:		<ul style="list-style-type: none"> <li>❖ Organizational structure is well defined.</li> <li>❖ Relationship among stakeholders is cordial.</li> </ul>
2.6.3 Strategy Development and Deployment:		<ul style="list-style-type: none"> <li>❖ Faculty Committees are in place for strengthening internal administration and achieving goals and objectives.</li> <li>❖ Needs to prepare a Perspective Plan for five/ten years to fulfill Vision/Mission.</li> </ul>
2.6.4 Human Resource Management:		<ul style="list-style-type: none"> <li>❖ Human resources are adequate for the present activities except in certain areas, including office.</li> <li>❖ Recruitments are carried out as per State Government / University norms.</li> <li>❖ Formal system of self-evaluation, peer evaluation and student evaluation need to be set up.</li> </ul>
2.6.5 Financial Management and Resource Mobilization:		<ul style="list-style-type: none"> <li>❖ Financial resources are by way of student fees payment and allocation by the State/Central Governments.</li> <li>❖ Resources need to be augmented for future development.</li> <li>❖ Need to introduce computerization in administration and financial management.</li> </ul>
2.6.6 Best Practices in Governance and Leadership (If any):		<ul style="list-style-type: none"> <li>❖ Recruitment of teachers by Govt.</li> </ul>
<b>2.7 Innovative Practices:</b>		
2.7.1 Internal Quality Assurance System: (IQAS)		<ul style="list-style-type: none"> <li>❖ Internal Quality Assurance System needs to be established.</li> <li>❖ Quality and relevance to be reflected in the entire gamut of curricular and extra curricular activities.</li> <li>❖ Needs to make value education more comprehensive and systematic.</li> </ul>

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2.7.2 Inclusive Practices:	<ul style="list-style-type: none"> <li>❖ Majority of students are from socially and economically disadvantaged strata of the community.</li> <li>❖ Needs to create provisions for assisting differently-abled students and weak learners.</li> <li>❖ Need to focus on all round capacity building, women empowerment and citizenship development programmes of the students.</li> </ul>
2.7.3 Stakeholder Relationships:	<ul style="list-style-type: none"> <li>❖ Networking with the stakeholders, particularly alumni, parents and the neighborhood needs to be strengthened.</li> <li>❖ Efforts may be made to establish linkages with NGOs and GOs engaged in tribal welfare and outreach activities.</li> <li>❖ Efforts maybe made to network with agriculture/industry and research institutions for improving the quality of academic transactions in the college.</li> </ul>
<b>Section III: OVERALL ANALYSIS</b>	
3.1 Institutional Strengths:	<ul style="list-style-type: none"> <li>❖ 100 percent Government ownership.</li> <li>❖ Qualified and dedicated faculty.</li> <li>❖ Democratic organizational practices.</li> <li>❖ Ample vacant land for future development.</li> </ul>
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> <li>❖ Lack of feedback mechanism on institutional transactions.</li> <li>❖ No formal remedial programmes or bridge courses offered.</li> <li>❖ Inadequate ICT facilities and financial resources.</li> <li>❖ Prolonged vacancies of the post of Principal and Librarian.</li> <li>❖ Lack of research culture, networking and collaboration in Arts faculty.</li> </ul>
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> <li>❖ Great opportunity for people and for regional development.</li> </ul>

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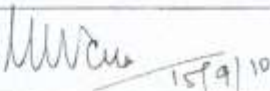

	<ul style="list-style-type: none"><li>❖ Promotion of equity and equality through development of North-Eastern students, particularly of disadvantaged sections of the community.</li><li>❖ Scope for introduction of career oriented self-financing courses for enhancing global competencies.</li><li>❖ Networking for promoting teaching, learning, research and student support services.</li><li>❖ Development through participation of alumni/parents.</li></ul>
3.4 Institutional Challenges:	<ul style="list-style-type: none"><li>❖ Creating systems for augmenting core values of higher education identified by NAAC.</li><li>❖ Meeting emerging challenges of globalization and liberalization of higher education in a backward region and reducing dropout rates and improving enrolment at entry points.</li><li>❖ Motivating the teaching faculty for upgrading skills, including application of modern technology.</li><li>❖ Preparation of a Perspective Plan for future growth and development.</li><li>❖ Networking with funding agencies like UGC, ICSSR, UNESCO, MHRD etc. for promoting research and Welfare Schemes for students and Staff.</li></ul>

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**Section IV: Recommendations for Quality Enhancement of the Institution**

1. Curriculum development for personality building, promoting career opportunities and women empowerment.
2. Curriculum flexibility to be enhanced by introducing self-financing and add-on/vocational courses.
3. Fill vacancies of Principal and Librarian permanently without undue delay.
4. Formal system of feedback on curriculum, teaching, learning and evaluation from stakeholders and teacher evaluation by all students.
5. Interactive teaching to augment teaching-learning and introduce ICT to be an integral part of education.
6. Applied research programmes may be introduced in collaboration with government agencies engaged in uplifting poor and in eradication of poverty.
7. Student support services such as effective Career Guidance and Placement, and Entrepreneurship Development be set up and strengthened.
8. Promotion of gender development and sensitivity and human rights by networking with relevant NGOs and GOs.
9. Strengthen financial position and welfare programmes by networking with funding agencies.
10. Perspective Plan for the next 10 years may be drawn along with steps needed to achieve the vision/mission be identified.
11. Women Development cell may be established.
12. Provide Computers in the College Office and Staff may be trained to use it.

**Signatures of the Peer Team Members:**

Name and Designation		Signature with date
Prof. B L Chaudhary, Former Vice-Chancellor Mohania Sukhadia University, Udaipur, Rajasthan	Chairperson	 15.7.10
Dr. M R Kurup Former Principal, KET's V G Vaze College, Mumbai.	Member Coordinator	 15/9/10
Prof S V Sudheer, Director, Planning & Development, University of Kerala, Thiruvananthapuram	Member	 15/9/10

I agree with the Observations of the Peer Team as mentioned in this report.

Seal of the Institution

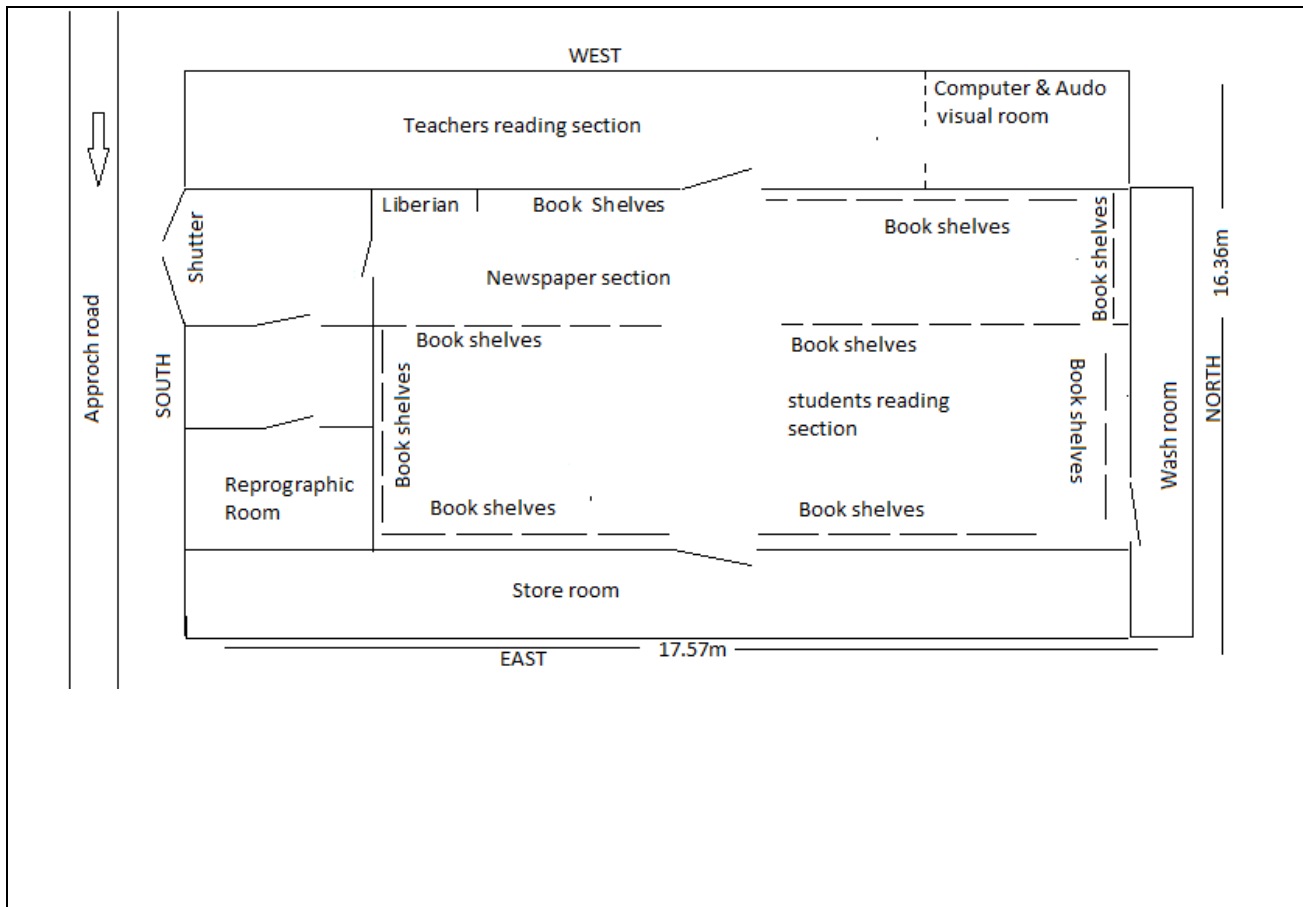


Dr. Pooja Singh 15/9/2010

Signature of the Head of the Institution

Principal  
Orient College, Imphal  
Government of Manipur

SKETCH LAYOUT OF COLLEGE CENTRAL LIBRARY



ANNEXURE-V  
SATELLITE VIEW OF ORIENTAL COLLEGE,  
TAKYELPAT, IMPHAL



Verified by:

( Dr. Th. Biren Singh)  
Principal,  
Oriental College, Imphal

UNIVERSITY GRANTS COMMISSION  
BAHADUR SHAH ZAFAR MARG  
NEW DELHI-110 002.

a-53/87(CPP-1)

July, 1988.

2 AUG 1988

The Registrar  
Banipur University,  
Banipur, Imphal

Sub: List of colleges prepared under section 2(f) of  
the UGC Act, 1956 - Inclusion of new colleges - req.

Sir,

I am directed to refer to your letter No. B-15/31-01/  
1988 dated 31.5.88 on the above subject and to say that the  
names of the following colleges have been included in the  
above list under Govt. colleges teaching upto Bachelor's  
degree.

Name of the College	Year of Estt. of the College	Remarks
1. Oriental College R.O. Imphal (Sri K. Mohanendra Singh) on permanent affiliation	1983	These three colleges are fit to receive central assistance under Sec. 10(B) of the UGC Act, 1956.
2. Hombol L. Sonoi College Imphal (Sri T. Tombe Singh) on permanent affiliation	1971	
3. C.I. College Bishnupur (Sri Imhoh Singh) on permanent affiliation	1965	

Yours faithfully,

(A.K. DIXIT)  
Under Secretary

Copy forwarded to:

1. The Principal, Oriental College, R.O. Imphal.
2. The Principal, Hombol L. Sonoi College, Imphal.
3. The Principal, C.I. College, Bishnupur.
4. Accounts 'G' Section.
5. Computer Cell.
6. All Officers/Sections in the UGC Office.
7. Guard file.

LIST OF COLLEGES  
UNDER SECTION 2(f) OF THE  
U.G.C. ACT

As on June 30, 1996

UNIVERSITY GRANTS COMMISSION  
NEW DELHI  
1996

137

S.No.	Name and Address of the College	Status	Other details
21	LILONG HAOREIBI COLLEGE, LILONG DIST. THOUBAL MANIPUR	2(f) & 12(B) Govt. Under-Graduate	Affiliated College Estd. 1970 Refs-Manipur(112021)
22	MAHARAJA BOOHCHANDRA COLLEGE, IMPHAL DIST. IMPHAL MANIPUR	2(f) & 12(B) Govt. Under-Graduate	Affiliated College Estd. 1976 Refs-Manipur(112022)
23	MANGOLGANBI COLLEGE, NINGTHOUKHONG DIST. BISHENPUR MANIPUR	2(f) & 12(B) Govt. Under-Graduate	Affiliated College Estd. 1985 Refs-Manipur(112023)
24	MANIPUR COLLEGE, IMPHAL DIST. IMPHAL MANIPUR	2(f) & 12(B) Govt. Under-Graduate	Affiliated College Estd. 1958 Refs-Manipur(112024)
25	MAYAI LAMBI COLLEGE YUMNAM HUIDROM, DIST. IMPHAL WEST MANIPUR	2(f) & 12(B) Non-Govt. Under-Graduate	Affiliated College Estd. 1981 Refs-Manipur(112025)
26	MODERN COLLEGE, POROMPAT, DIST. IMPHAL MANIPUR	2(f) & 12(B) Govt. Under-Graduate	Affiliated College Estd. 1963 Refs-Manipur(112026)
27	MOIRANG COLLEGE, MOIRANG DIST. BISHENPUR MANIPUR	2(f) & 12(B) Govt. Under-Graduate	Affiliated College Estd. 1963 Refs-Manipur(112027)
28	NG. COLLEGE, LAMPHEPAT DIST. IMPHAL MANIPUR	2(f) & 12(B) Govt. Under-Graduate	Affiliated College Estd. 1971 Refs-Manipur(112028)
29	NAMBOL L. SANOI COLLEGE, NAMBOL, DIST. BISHENPUR MANIPUR	2(f) & 12(B) Govt. Under-Graduate	Affiliated College Estd. 1971 Refs-Manipur(112029)
30	ORIENTAL COLLEGE, LAKYEL, DIST. IMPHAL MANIPUR	2(f) & 12(B) Govt. Under-Graduate	Affiliated College Estd. 1963 Refs-Manipur(112030)
31	PETTIGREW COLLEGE,	2(f) & 12(B)	Affiliated College

UGC-2004: Directory of Colleges under section 2(f) and 12(B) of UGC Act.

Manipur University  
Canchipur, Imphal 795003

N O T I C E

Dated, the 18th February, 1987

No. MU/S-18/81-UGC : The Syndicate of the University under its Resolution No. 12/69/5.2.87 granted permanent affiliation to the following colleges :-

1. The C.I. College, Bishenpur
2. The Ideal Girls' College, Imphal
3. The Nambol L. Sanci College, Nambol
4. The M.B. College, Imphal
5. The N.G. College, Imphal
6. The Oriental College, Imphal
7. The Y.K. College, Wangjing
8. The Lanka College, Churachandpur
9. The Lilong Haoreibi College, Lilong

The University Grants Commission has been informed accordingly.

SD/-

( Th. Joychandra Singh )  
Registrar

- C.C.:-
- 1) The Spl. P.A. to the Vice-Chancellor, MU.
  - 2) The Commissioner (Education), Govt. of Manipur
  - 3) The Director of Education(U), Govt. of Manipur
  - 4) The Dean of Colleges, College Development Council, MU.
  - 5) The Deputy Registrar, MU.
  - 6) Principals of the colleges concerned
  - 7) Relevant file

Copy also to: The Public Relations Officer, M.U.

2-8-85





विश्वविद्यालय अनुदान आयोग  
बहादुरशाह जफर मार्ग  
नई दिल्ली-110 002  
UNIVERSITY GRANTS COMMISSION  
BAHADURSHAH ZAFAR MARG  
NEW DELHI-110 002

UGC Website : [www.ugc.ac.in](http://www.ugc.ac.in)

**Dr. Nidhi Sharma**  
Deputy Secretary  
Ph: 011-23211513  
nidhiugc@gmail.com

**BY SPEED POST**

No.F. 22-1/2014(AC)

Jan. 2014

The Principal,  
Oriental College,  
Talkyelpat, Imphal,  
Imphal - 79500,  
Dist.-Imphal,  
West Manipur

Sub:- Conferment of Fresh Autonomous Status to Oriental College, Talkyelpat, Imphal, Imphal - 79500, Dist.-Imphal, West Manipur affiliated to Manipur University, Canchipur, Imphal - 795003, Manipur.

Sir/Madam,

This has reference to the proposal dated 01.02.2012 submitted by Oriental College, Talkyelpat, Imphal, Imphal - 79500, Dist.-Imphal, West Manipur affiliated to Manipur University, Canchipur, Imphal - 795003, Manipur, under the UGC scheme for conferment of fresh autonomous status and subsequent visit of the UGC Expert committee to consider the proposal on 29<sup>th</sup> & 30<sup>th</sup> July, 2013.

The report of the aforesaid Joint UGC Expert Committee was placed before the Standing Committee constituted for the purposes by the Commission to look into the Expert Committee reports for conferment of fresh autonomous status and extension of autonomy to colleges before its recommendations are placed before the Commission for its final approval.

The recommendations of the Standing Committee were placed before the Commission at its meeting held on 10.01.2014. The Commission, after taking due consideration of the recommendations of the Standing Committee has decided to grant the autonomous status to your college **subject to the condition that the college may implement the recommendations of the visiting committee (copy enclosed) within 2 years and submit the compliance Report.**

Yours faithfully,

*Nidhi Sharma*  
(Nidhi Sharma)

No. 7(2)/4/2014-HE  
GOVERNMENT OF MANIPUR  
SECRETARIAT HIGHER EDUCATION DEPARTMENT

Imphal, the 9<sup>th</sup> June, 2014

To  
The Joint Director  
Directorate of University (Hr. Edn.), Manipur

**Subject:-** Conferment of the status of Autonomy upon Oriental College, Imphal West in respect of the State of Manipur.

Sir,

I am directed to refer to your office letter No. 3/3-10/2013-UHE dated 2<sup>nd</sup> May, 2014, on the above subject and to convey herewith the concurrence of the Government for conferment of Fresh Autonomous Status to Oriental College, Takyel Imphal in respect of the State of Manipur as required under the UGC norms.

The concurrence is given subject to improvement of the overall infrastructure, teaching, examination process and effective delivery of the career oriented course as recommended by the joint UGC Expert Committee and subject to the UGC norms and instructions of the Government in this regard as issued / may be issued from time to time.

Yours faithfully,

  
(S. Kholla Larho)

Joint Secretary (Hr. & Tech. Edn.)  
Government of Manipur

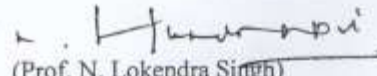
Copy to:

- 1 PPS Hon'ble Education Minister, Manipur.
2. Joint Secretary, UGC, New Delhi/ Guwahati.
3. APS to Comm. (Hr. & Tech. Edn.), Govt. of Manipur.
- ✓ 4. The Director (University & Hr. Edn.), Govt. of Manipur.

MANIPUR UNIVERSITY  
CANCHIPUR : IMPHAL

OFFICE ORDERS NO. 11046  
Dated, the 2<sup>nd</sup> January 2015

No.MU/2-2/2014: Under Resolution No. 9/21/30.6.2014 of the Executive Council, the Oriental College, Imphal has been conferred the fresh autonomous status (academic autonomy) as per UGC guidelines.

  
(Prof. N. Lokendra Singh)  
Registrar

Copy to :-

1. PA to the Vice-Chancellor, MU
2. Director, College Development Council, MU
3. Controller of Examinations, MU
4. Principal, Oriental College, Imphal
5. Finance Officer (i/c), MU
6. Deputy Registrar (Academic), MU
7. Office Order Book
8. Relevant file

REPORT OF UGC EXPERT COMMITTEE FOR CONFERMENT  
OF FRESH AUTONOMOUS STATUS