



ORIENTAL COLLEGE

TAKYEL, IMPHAL PIN-795001

*(An Autonomous Government College w.e.f. the Session, 2014-15
affiliated to Manipur University, Canchipur, Imphal)*

ANNUAL ACADEMIC BULLETIN

2019-2020

(Vth Issue-1st July 2019 to 30th June 2020)

Collected, Compiled and Published by
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July 2020



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1. ENROLLMENT FIGURES

➤ New admission figure for the year 2019-20

1 st Semester	General M----F---T	ST M----F---T	SC M----F---T	OBC M----F---T	Total M----F---T
B.A.	34-32-66	42-16-58	07-02-09	09-16-25	92 – 66-158
B.Sc.	13-14-27	04-02-06	02-03-05	11-14-25	30 – 33 – 63
Total	47-46-93	46-18-64	09-05-14	20-30-50	122-99-221

➤ Total Enrolment of Last Year 2018-19

Class	General M----F---T	ST M----F---T	SC M----F---T	OBC M----F---T	PWD M--F--T	Total M----F---T
B.A.Sem. 1	40-41-81	28-23-51	01-03-04	14-30-44	--	83-97-180
B.Sc.Sem.1	17-16-33	01-05-06	--	10-13-23	--	28-34-62
B.A.Sem. 3	30-40-70	09-08-17	03-06-09	12-11-23	--	54-65-119
B.Sc.Sem.3	17-17-34	02-02-04	05-02-07	15-14-29	--	39-35-74
B.A.Sem. 5	11-23-34	07-02-09	02-02-04	011-17-28	02- 0- 02	31-44-75
B.Sc.Sem.5	13-13-26	02-00-02	02-00-02	07-15-22	--	24-28-52
Total	128-150-278	49-40-89	13-13-26	67-100-167	--	259-303-562

*all PWD students belong to OBC.

➤ Total Enrolment & Social Category of Students: 2019-20

Class	General M----F---T	ST M----F---T	SC M----F---T	OBC M----F---T	PWD* M----F---T	Total M----F---T
B.A.Sem. 1	34-32-66	42-16-58	07-02-09	09-16-25	--	92 – 66-158
B.Sc.Sem.1	13-14-27	04-02-06	02-03-05	11-14-25	--	30 – 33 – 63
B.A.Sem. 3	26-29-55	19-18-37	00-02-02	08-23-31	--	53 - 72-125
B.Sc.Sem.3	07-12-19	01-04-05	--	06-11-17	--	14 – 27 -41
B.A.Sem. 5	24-37-61	09-07-16	03-06-09	13-10-23	--	49 - 60-109
B.Sc.Sem.5	12-13-25	03-03-06	04-02-06	13-16-29	01-00-01	33 – 34 -67
Total	116-137-253	78-50-128	16-15-31	60-90-150	01-00-01	271-292-563

*PWD = Differently abled persons are included OBC.

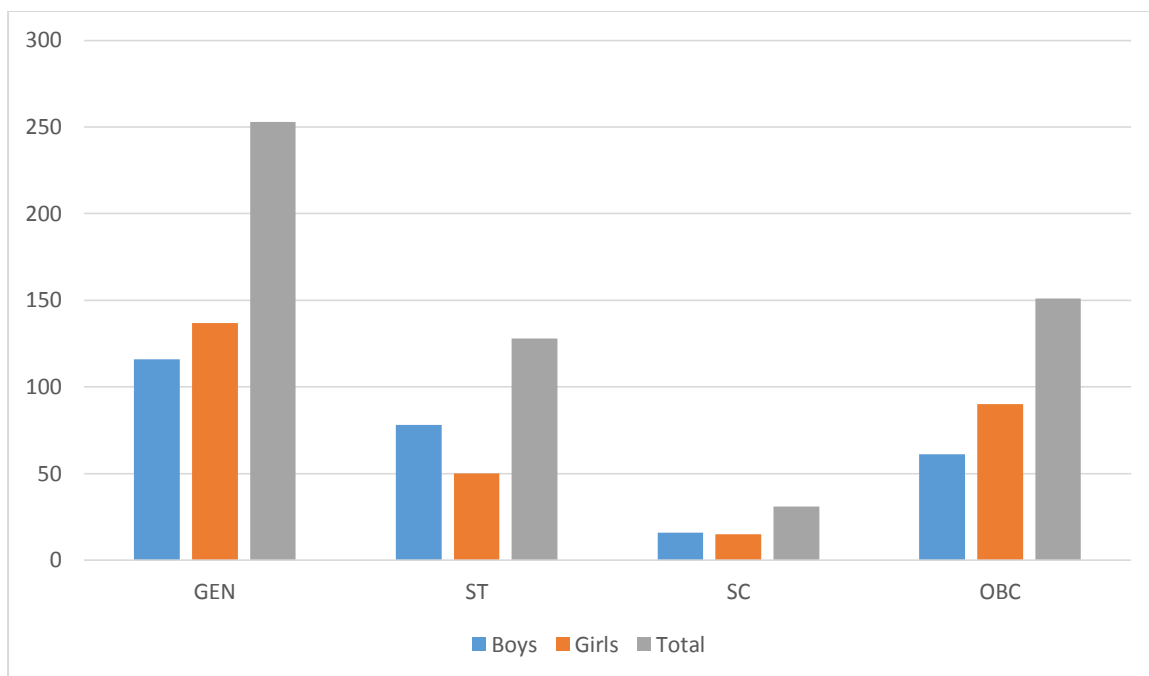


Fig: Social Categories of Students (2019-20)

2. RESULTS OF EXAMINATION

- **B.A. & B.Sc. Degree Programme completed and passed out Subject-wise figures based the results of 6th Semester End Examination, 2019 (June) declared on June 27, 2019 and subsequent declaration of 'yet to clear' categories:**

Programme	Honours Subject	No. of Students Passed			Grade secured			
		M	F	T	O	A	B	C
B.A. Hons.	Geography	10	10	20	10	10	x	x
	English	1	7	8	1	6	1	x
	Manipuri	1	8	9	1	7	1	x
	Economics	1	4	5	1	2	2	x
	Education	0	9	9	9	x	x	x
	Political Science	9	0	9	4	4	1	x
	History	2	1	3	1	2	x	x
B.Sc. Hons.	Anthropology	0	3	3	3	x	x	x
	Botany	2	4	6	5	1	x	x
	Chemistry	2	3	5	1	3	1	x
	Mathematics	2	1	3	2	1	x	x
	Physics	3	1	4	2	2	x	x
	Zoology	12	11	23	17	6	x	x
Total		45	62	107	57	44	6	x

- **Total No. of Graduates (Honours) Produced under Autonomous system**
Since implementation of Autonomous status in August 8, 2014, the College began producing Graduates from 2017. It has so far produced 387 B.A. & B.Sc. Degree holders passed mostly in higher Grades. This is shown below in Grade-wise distribution of pass-outs till July, 2019:

Degree	No. of Students in Different Grades				Total Degree awarded M – F – T
	O M – F – T	A M – F – T	B M – F – T	C M – F – T	
B.A.	26 – 24 – 50	48 – 59 – 107	15 – 14 – 29	03 – 02 – 05	92-99-191
B.Sc.	46 – 88 -134	35 – 24 – 59	02 – 01 – 03	00 – 00 – 00	83-113-196
Total	72–112–184	83 – 83 – 166	17 – 15 – 32	03 – 02 – 05	175-212-387

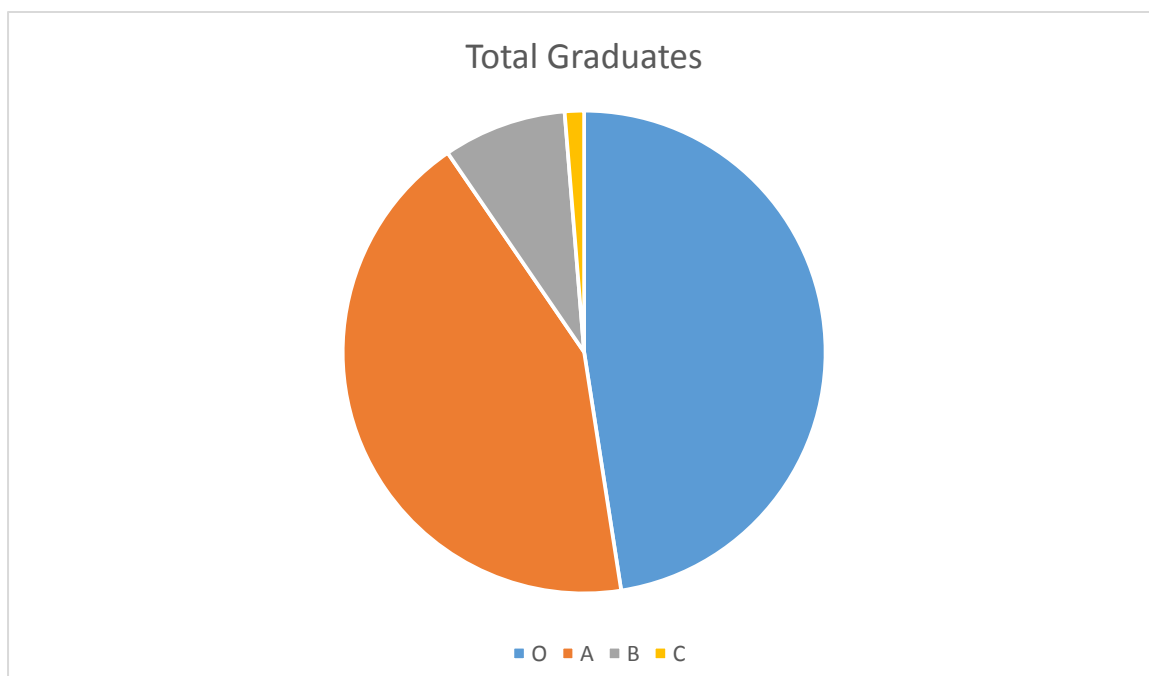


Fig: Comparative Grade sizes of Graduates produced (2017 to 2019)

3. STAFF POSITION AS ON JULY 1, 2019

Teaching Staff Position

Sl.no.	Departments	No. of Asst. Prof.	No. of Asso. Prof.	No. of Ph.D.	Total (as per Pay Roll)	Total with utilised-in/out (actual teaching)
1.	Anthropology	3	4	4	7	8(1 utilised-in)
2.	Botany	3	4	1/2	7	7
3.	Chemistry	5	4	5	9	9
4.	Mathematics	3	1	0	4	4
5.	Physics	2	2	3	4	4
6.	Zoology	3	4	5	7	6(1 utilised-out)
7.	Geography	5	1	3	6	5(1 utilised-out)
8.	Manipuri	2	2	2	4	3
9.	English	3	2	2	5	4(1 utilised-out)
10.	Political Science	3	2	0	5	5
11.	History	2	1	1	3	3
12.	Education	3	1	2	4	4
13.	Economics	2	3	3	5	5

14.	Phy Edn & Sports		1	1	1	1
	Total	39	32	#	71	68
15.	Environ. Science			1 (Guest)	1	1
	Total			#	72	69
Non-Teaching & Administrative staff						
	Section	Grade IV	Grade III	Grade II	Total	Engage Staff
1.	Adm. Office	3	1	X	4	3 (CO/MTS)
2.	Library	1	X	X	1	2 (Asst. Librarian)
3.	Lab. Staff	1	2	X	3	X
4.	Chowkidar	1	X	X	1	X
5.	Sweeper	1	X	X	1	X
6.	Exam. Office	X	X	X	X	1 (CO)
	Total	7	2	0	10	6

4. NEWS IN CHRONOLOGICAL ORDER OF EVENTS

8th July:

Induction programme for B.A. & B.Sc. 1st Semester, 2019-20 was organised on 8th and 9th July, 2019 in the Indoor Stadium of the college as two sessions- Induction I and Induction II. It was extended one more day- upto 10th July in order to get the benefit by the students joining late. The Principal presided over the programme and senior faculty members taught the fresher-students about the different aspects of the college. Altogether 149 students got benefitted.

10th July, 2019:

The Ordinances 1-30 of the college were compiled and published in book form by the Internal Quality Assurance Cell (IQAC). It was released by the Principal Dr. S. Ranjit Singh (also the Chairman of IQAC) in his office chamber in presence of L. Mani Singh (Coordinator, IQAC), Kh. Debendra Meetei (Dean of Science), Dr. Kh. Aruna Devi (Dean of Arts), H. Ibomcha Singh (Controller of Examinations), P. Mangi Devi (HOD, Botany) and L. Renuka Devi (HOD, Geography). The Principal said that the publication would facilitate all the administrative and academic functionaries of the institution to properly carry on all its systems effectively.

20th July, 2019:

Feedback from students duly analysed was submitted to the college authority for consideration in the future developmental policy and implementation. The feedback was collected using a format during June 20 to July 17, 2019 from Students who had completed their last Semester End Exam.

1. Courses and Teacher Evaluation

ANALYSIS

Response	Overall Rating (Average)	Rating the Scale of 10
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	Courses taught	Teacher evaluating	Courses taught	Teacher evaluating
1	7.0	7.75	Good	Good
2	7.77	NA	Good	...
3	7.77	7.75	Good	Good
4	9.33	9.25	Very Good	Very Good
5	8.0	9.25	Good	Very Good
6	NA	7.75	...	Good
7	5.66	7.75	Satisfactory	Good
8	7.0	7.75	Good	Good
9	6.77	7.75	Satisfactory	Good
10	8.0	8.66	Good	Very Good
Average	7.47	8.18	Good	Good

2. Teaching-Learning and Programme of Study

ANALYSIS

Response	Question	Highest frequency responded
1	Course syllabus	Manageable
2	Syllabus covered	85-100%
3	Ability to get study material	With some difficulty
4	Teacher's ability to communicate	Always effective
5	Continuous internal assessment (CIA)	Always fair
6	Effectiveness of CIA in your final course grade	Help to improve
7	Teachers' feedback on your performance	Regularly provided
8	Teacher discussing you on your assignment	Yes, fully
9	Teacher providing contributory lecture at the beginning	Yes
10	What determined your choice of the subject	Interest & past scores
11	Option for choice of courses offered	Very good
12	Laboratories adequate and properly maintained	Yes partly
13	Availability of library materials for your subject	Inadequate
14	Were you provided training for using computer	Not at all
15	Were your home assignments returned after evaluated	Yes always
16	Were the assignments returned with helpful comments	Yes
17	Student-teacher relationship in the college	Very good
18	Student-teacher relationship in your Department	Very good
19	How do you find the college administration	Generally helpful
20	Attitude of the college towards extra-curricular events	Cooperative
21	Student support services provided in the college	Satisfactory
22	How you talk to your friends about the college	Proudly
23	Special comments-1	Improper parking sheds
24	Special comments-2	Insufficient library
25	Special comments-3	Office staff not present timely
26	Special comments-4 (from Geography Dept.)	Lab. instruments insufficient

30th July, 2019:

The UGC gave approval for opening Bachelor of Vocation (B. Voc. Degree) Programme in Oriental College (Autonomous) from 2019-20 session in four specialised job oriented courses under National Skill Qualification Framework (NSQF) aligned in terms of Qualification Packs (QPs) and National Occupational Standards (NOSs) of Sector Skill Council. The approved B. Voc. Programme courses are IT & ITes, Tourism & Hospitality Management, Fashion Designing and Aquaculture. The programme has option of multiple exits at Diploma, Advanced Diploma and Degree levels.

With the new courses the college has now 22 active courses, 4 courses have been dormant during the last two years.

5th August, 2019:

In order to enhance teaching-learning and research, the Labs. of Botany, Zoology, Chemistry, Physics, Mathematics, Geography, Anthropology and Education were augmented by furnishing different items of Laboratory equipment procured under RUSA-2 scheme (1st Instalment) for an amount of Rs.6,00,000/-

Besides, under the same RUSA scheme, 180 titles (about 616 number) of text and reference books of all the subjects taught in the College were procured worth Rs.4,00,000/- and added to the existing library stock.

8th August, 2019:

Foundation Day of the College was celebrated with floral tribute to the picture of Late Nongthombam Ibomcha Singh- founder of the College - by all the staff (teaching & non-teaching), students, members of Alumni Association, members of the NIMS (Nongthombam Ibomcha Singh Memorial Society) and other invitees. The function was presided over by the Principal Dr. S. Ranjit Singh with Shri Kh. Ibochou Singh (President, NIMS) as Chief Guest, Shri L. Mani Singh (Coordinator, IQAC & Dean of Students' Welfare) and Shri Kh. Debendra Meetei (Dean of Sciences) as Guests of Honour. The celebration was concluded by tree-plantation & care of already planted trees inside the campus as a token of respect and gratitude to the departed souls of the founder personalities of the College.

8th August, 2019:

A memorandum of understanding (MoU) was signed on this day between the Proprietor, M/S KETAWN, Yumnam Leikai Nambul Mapal, Imphal and the Principal of the college on this day for mutual cooperation thereby facilitating intellectual and technological sharing as well as industrial training or internship including placement facility in respect of B. Voc. Programme in Fashion Designing Technology for three years. The signing were witnessed by Salam Chingthangkhomba (Project Coordinator) of the industry partner and Shri L. Mani Singh (Nodal Officer, Vocation programme) of the college.

13th August, 2019:

Patriots' Day was celebrated in the college with floral tribute to the sons of the soil (Vir Tikendrajit, Thangal General and others) who sacrificed their life during the Anglo-Manipuri war, 1891.

15th August, 2019:

Our College student contingent (38 in number) participated the march-past parade of the 73rd Independence Day celebration organised by the state govt. in Imphal.

18th August, 2019:

A CCTV Camera was installed in the Administrative Block visible from Principal's Office room as part of Star College activities for management development.

22nd August, 2019:

A One Day Workshop and Training Programme on 'Fostering on Awareness about the Crop Pest and Useful Insects by using Foldscope' was organised on 22.08.2019 under twinning programme of Foldscope in the Conference Hall of the College with Dr. S. Ranjit Singh, Principal, and Shri L. Mani Singh, Coordinator of IQAC of the College as President and Chief Guest respectively and Dr. Rojalin Pattanayak, Department of Zoology, Orissa University of Agriculture & Technology, Bhubaneshwar and Dr. R.K. Rajeshwari Devi, Coordinator, Foldscope Project, Zoology Dept. of Oriental College as Guests of Honour in the opening session. The workshop was attended by faculty members and students of Botany, Chemistry, Mathematics, Physics and Zoology Departments. The technical session after the opening function was lively and brainstorming.

22nd August, 2019:

An Extension / Invited Lecture Programme was held on 22nd August, 2019 with Dr. Chandrasekhar Mohanty, Principal Scientist, National Botanical Research Institute, CSIR, Lucknow. The lecture benefitted faculty and students of Botany and Zoology in their teaching-learning activity.

29th August, 2019:

Participating 'Fit India Movement' launched by Prime Minister of India on 29th August, 2019, the College took up five steps to be introduced and uploaded in the institutional website for wide sensitization, particularly for teachers and students of the college. The faculty of Physical Education & Sports was asked to take up programmes for sharing the movement.

4th September, 2019:

A meeting of IQAC was held at 2 p.m. in the office chamber of the Principal to discuss on the preparation of NAAC and UGC-Autonomous inspections both due in 2022. In the meeting, the Revised Assessment & Accreditation Framework (RAF) of NAAC was minutely studied and the Coordinator explained all the key quality indicators therein and also suggested ten plans of action based on immediate and priority basis. At the end, a consensus was arrived that all the staff of the college need to understand the NAAC-RAF as everyone has the responsibility for institutional quality sustenance and development. So it should be placed and discussed jointly in an urgent Staff Meeting to be convened by the Principal. The members believed that the outcome of the sensitization of RAF and the ten plans of action would be more fruitful in achieving the targets of the college i.e. to score A grade in the 3rd Cycle of NAAC A & A.

8th Sept., 2019:

As part of the regular activity of Swachh Bharat Abhiyan, a one-day social service camp was organised by the Students' Union of the College. About fifty students participated in the programme. Grass cutting and cleaning of the college campus featured in the camp. Apart from students, the Principal along with two teachers, some local parents and alumni also joined the clean campus programme.

10th Sept., 2019:

A memorandum of understanding (MoU) was signed on this day between the Managing Director, Networkmaster Software Solutions Pvt. Ltd., Imphal and the Principal of the college for mutual cooperation thereby facilitating intellectual and technological sharing as well as industrial training or internship including placement facility. The signing were witnessed by Rajkumar Master Meitei (Director, Management) of the industry partner and Shri L. Mani Singh (Coordinator, IQAC) of the college.

12th Sept., 2019:

A Staff Meeting was convened by the Principal Dr. S. Ranjit Singh on 12th September, 2019 at 2 p.m. at the Conference Hall of the College to appraise all the staff about the Revised Assessment & Accreditation Framework of NAAC and discussion on preparation NAAC and UGC- Autonomous inspections to the College due on 2022. The Principal initiated the issues and expressed the need for joint understanding and effort based on the revised framework of NAAC evaluation. He invited Shri L. Mani Singh, Coordinator of IQAC to explain minutely the changes in the evaluation framework of NAAC. Shri Singh showed elaborately the NAAC conception of the new methodology and the 3-Step process of quality assessment and the 34 Key Quality Indicators of the 7 Criteria and weightage one by one. He also proposed ten action plans as agenda items for discussion and adoption.

After minute discussion and in view of NAAC and UGC-Autonomous inspections, all the members unanimously adopted the following resolutions on priority basis.

Resolution 1: Resolved that meetings of Autonomous bodies (Academic Council, Finance Committee and Governing Body) be convened at the earliest as per rule.

Resolution 2: Resolved that the affiliating Manipur University be intimated for sending a visiting team during the first week of October this year to our college to inspect the Autonomous functioning.

Resolution 3: Resolved that rotation of departmental headship be implemented as a part of administrative reform in the college.

Resolution 4: Resolved that the college authority be pressed to perform the following indicators of good governance-

- i. to maintain records of meetings of all administrative Committees/ bodies like Deans, HODs, Staff and their resolutions.
- ii. to activate all essential auxiliary committees and make use of them in the overall administration.
- iii. to conduct parents-teachers meet and alumni meet and make use of the outcome for institutional excellence.

iv. to take up specific measures/steps/policies/schemes for welfare and safety of the girl students and working women of the college.

Resolution 5: Resolved that as a part of curricular and examination reforms, CBCS be introduced and the existing grading system be replaced by credit system. Necessary awareness programs like workshop/ seminar be arranged by the Exam Cell for effective implementation.

Resolution 6: Resolved that the existing mechanism of teaching-learning process be changed to IT based mechanism. Development of IT added class-rooms and Library be made top priority utilizing any available source/ funding at the earliest.

Resolution 7: Resolved that as an aspect of students' welfare,

- i. a drinking water point be created inside the campus.
- ii. a washing point be created by renovating the water reservoir lying between the two Arts blocks. This may also be developed as an example of rain water harvesting plan of the college.

Resolution 8: Resolved that all the Departments be persuaded to take up/ organize extension service and outreach programs with their students and these be made compulsory during every semester session.

Resolution 9: Resolved that with the objective to create a repository of exemplary quality indicators a Student Progression and Placement Cell be created and activated with the following composition, term, and function.

Composition:

- | | |
|------------------------------------------------------------------------------|----------------------|
| i. the Principal of the college | Ex-officio President |
| ii. the Coordinator of IQAC | Ex-officio Member |
| iii. a representative of each Department
empanelled by the HOD | Members |
| iv. an Associate Professor of the college (to be appointed by the Principal) | Coordinator |

Term of the Cell: three years

- Function:
- i. guiding and helping the students in finding jobs & entrepreneurship,
 - ii. keeping up-to-date records of students (reading and pass-outs) who have got jobs & entrepreneurship,
 - iii. tracking the progression / performance of students graduated from the college,
 - iv. motivate Department – alumni linkage.

Utility:

- i. It gives a parameter for judging quality as students are mirror of HEL.
- ii. It enhances development of the institution through stakeholders.
- iii. It enhances functional efficiency and effective implementation of curriculum for achieving institutional goals.

13th Sept., 2019:

The Oriental College Students' Union in collaboration with the Jal Shakti Teem of the College organized a Co-Curricular Activity Cum Awareness Programme of Swachhata Pakhwada 2019 at 11.30 a.m. in the Indoor Stadium. Recitation, monologue, ex-tempore speech, song and

mimicry competition between students of Arts and Science in talent hunt mode were performed. The competition was interrupted by useful Awareness Lecture and Interaction on i. Water Conservation and Rain Water Harvesting and ii. Band on Single Use Plastic with external resource person- Shri P. Shambu, Site Engineer, Public Health Engineering Department, Imphal West. Model drawing of rain water harvesting was distributed to the audience. Merit certificates were awarded to position holders of the different items of competition.

13th Sept., 2019:

A state level 2-Day Workshop on New Trends in Question Setting and Evaluation from 13 to 14 September, 2019 was organized by the College under Star College Scheme of Department of Biotechnology, Ministry of Science & Technology, Government of India. The opening function was graced by Dr. S. Ranjit Singh as president, Prof. H. Tombi Singh (Former V.C. of Manipur University & Chairman of Governing Body of the College) as chief guest and two external resource persons namely Retd. Prof. Dr. E. Iboyaima Singh and Retd. Prof. L. Somorjit Singh as guests of honour. About ninety participants including twenty external participants took part in the workshop.

16th Sept., 2019:

In view of the acute shortage of support and teaching staff in most of the Departments and the administrative office, the college authority placed representation to the Director of Education (U), Govt. of Manipur with the following table showing the present staff position seeking for sending staff against the vacant teaching and support positions. The Director showed leniency to our plea, but hinted to suffer till new appointments come.

30th Sept., 2019:

A one day Awareness Cum Activity Programme on 'Ban of Single Use Plastic' was organized by the IQAC in collaboration with Echo Club and Students' Union comprising 53 students and some teachers. Dr. M. Phalguni Singh, Assistant Prof. of Chemistry gave the awareness lecture. During the programme, the participants conducted cleanliness service in and around the college campus holding relevant display banners of plastic hazards and the motifs of banning single use plastic materials.

2nd October, 2019

Celebrated 150th Birth Anniversary of Mahatma Gandhi, the Father of the Nation, with the manual themes (i) Jal Shakti Campus & Jal Shakti Gram, (ii) Swachh Campus, and (iii) Tree Plantation. More than 60 students including some teachers, local parents and alumni participated in the programme.

4th October, 2019:

Department of Manipuri organized a one day Outdoor Live Learning program at Kangla (the ancient palace of Meitei ruler) at the heart of Imphal with faculty members and students of 5th Semester (Manipuri Honours). It was a whole day program visiting almost all the historical and sacred sites guided and interpreted by learned N. Indramani Singh, the retired Archivist, and

the present Member of Kangla Fort Board. The students could not only learnt a lot of ancient Manipuri literature in the midst of living antiquities and contemporary ethnic treasures but also collected and documented a wide range of data by dividing themselves into groups and areas. Shri L. Mani Singh, Coordinator of IQAC whom the Department invited to participate the program could gather positive feedback from the students and the teachers as well as the interpreter cum narrator.

18th October, 2019:

50 pairs of conjoined two-seated desk and bench were added to the existing class-room furniture of the college with the grant of Rs.50,000/- from Directorate of University & Higher Education. The conjoined desk and bench pair is made of iron support frame topped with Bhutan Ply.

24th October, 2019:

A One Day Workshop Cum Counselling Session on Skill Development Courses was organised by the B. Voc. Programme Advisory Board in the Conference Hall of the College with External Subject Experts of Fashion Designing, Aquaculture, Tourism & Hospitality Management and I.T. The workshop was graced by the Principal as president and the Coordinator of IQAC as chief guest. Altogether ninety-four students representing different Semesters of the college were attended in the program.

30th October, 2019:

Student Progression and Placement Cell (SPC) was formed with the objective to create a repository of exemplary quality indicators of the college. The cell composition includes representatives of the 13 Departments with the Principal as Chairman.

Apart from guiding and helping the students in finding jobs & entrepreneurship and tracking students benefitted as well as pursuing higher studies, it also would enhance development of the institution through stakeholders including alumni. It ensures functional efficiency and effective implementation of curriculum for achieving institutional goals.

11th November, 2019:

The Department of Manipuri organised another academic field study at historically significant and culturally unique places of Kakching, Ningel and Andro with their students of 5th Semester (Hons.). Inside the Kakching Museum, an on-the-spot lecture was delivered by the founder-custodian Mr. Gourachandra Singh on the collection of ethnological and environmental museum articles. The students gathered information through interaction with him in front of museum articles.

The field study trip also visited Andro- the noted scheduled caste village for its 'living fire' (*Mei*) and pottery, and Ningel- the noted village of salt springs/wells (*Thumkhong*). The salt making of Ningel bears features of unique socio-cultural life of the people of Manipur.

22th November, 2019:

During the 2nd and 3rd quarters of November, 2019, the Departments of Chemistry, Botany, Physics, Mathematics and Zoology conducted outdoor educational visits with their students

in and around Imphal and neighbouring districts with financial assistance under Star College scheme of DBT, New Delhi. The students were exposed to the various industrial and business plants and machine tools and techniques used for producing different market items.

Chemistry teachers took their students to industrial sites namely MSME, Salam Industries, Taphou (Senapati) and Thangjam Agro Industry Pvt. Ltd. Nilakuthi on 16th Nov., and also to Takyel Industrial Complex, Imphal where they observed and interacted with officials and technicians on the different food, drinks and cosmetic items and the manufacturing technologies adopted. They also visited MSME training & production Units at Industrial Estate, Takyel on 20th November.

Botany Department arranged field visit programme with their students on 18th November at various small and medium industry establishments in the state namely Takyel Industrial Estate, Meira Foods of Keisamthong Elangbam Leikai, Pangambam Agro Industry of Kongba Uchekon and Thumkhong of Ningel (Thoubal District).

Physics department organized an outdoor study on 13th November at salt brine village called Nongpok Sekmai and conducted solar thermo-radiation level in the area with students.

Mathematics Department conducted field visit programme with their students at (i) Science Centre, takyelpat, (ii) ICAR, Lamphelpat, (iii) Tera Urak Industrial Estate (Bishnupur district) on 22nd November.

29th November, 2019:

A State level Faculty Development Programme was organized in the college under Star College Scheme of DBT, New Delhi on the 'Issues on Implementation of Choice Based Credit System (CBCS) in Higher Education Institution' with external resource person, Prof. E. Bijoykumar Singh of Economics Department, M.U. and former Director of IQAC & Chairman, Drafting Committee for introduction of CBCS in Manipur University. The function was presided over by Dr. S. Ranjit Singh, Principal of the college and graced by the resource person as chief guest and by Shri Mani Laishram (Coordinator of IQAC) as guest of honour. It was attended by about ninety teachers of the college and from outside. Shri Mani presented the salient features and the need of introducing CBCS in UG HEIs as it emerges as a common curriculum pattern of the proposed New Education Policy in the country. Prof. Bijoykumar dwelt on the system in detail with problems and constraints to be encountered in the effective implementation, particularly in states like Manipur.

30th November, 2019:

A one day State level workshop on Digitalised Teaching-Learning in Higher Education Institution was conducted under Star College Scheme of DBT, New Delhi. About ninety teachers participated in the workshop. One resource person namely Shri Debenkumar Naorem, Resident Engineer of Sysnet Global Technology, Central Board of Indirect Taxes & Customs was invited and delivered interactive lecture and hands-on practice sessions. The opening function was presided over by Dr. S. Ranjit Singh, Principal and graced by Kh. Debendra Meetei, the Dean of Science of the college.

2nd December, 2019:

As provided in the Ordinances of the College, and having been resolved in the Staff Meeting of the College held on 12th September, 2019 to introduce Choice Based Credit System in the College, a Steering Cum Drafting Committee of CBCS was instituted with the following persons-

- | | |
|----------------------------------------------------|-------------------|
| 1. Shri L. Mani Singh (Coordinator, IQAC) | :Chairman |
| 2. Shri Kh. Debendra Meitei (Dean of Sciences) | :Member |
| 3. Dr. Kh. Aruna Devi (Dean of Arts) | :Member |
| 4. Shri K. Biplob Singha (Joint Coordinator, IQAC) | :Member-Secretary |

for materializing the implementation of the system from the academic session 2020-21.

It is to be mentioned that the process of curriculum development in compliance with UGC's CBCS was later on resolved by the Academic Council and subsequently approved by the Governing Body of the college. The objectives and the constitution of the Steering Cum Drafting Committee of CBCS was also approved by the GB.

17th December, 2019:

In compliance with intimations from the MHRD and the state DUHE, the Oriental College (Autonomous) Ek Bharat Sreshtha Bharat (EBSB) Club was formed comprising altogether 19 teachers and students of the College as its members with the Principal and the Coordinator of IQAC as Chairman and Nodal Person respectively to implement EBSB by activating inter-state students exchange programme as per the guidelines of the Ministry.

18th December, 2019:

The 5th meeting of the Academic Council of the college was held at in the Conference Hall with Dr. S. Ranjit Singh, Principal as its chairman. In the meeting, the Heads of Department / their representatives, institutional academic officers, teacher nominees of the college as well as external members representing industry and health sectors, local academician etc. were present. Unfortunately all the three nominees of the Manipur University were absent. The Council adopted 7 (seven) resolutions, of which persuasion to the concerned state government authority for granting up-gradation P.G. classes in the subjects already applied for the same, introduction of Choice Based Credit System (CBCS) in the college from 2020-21 session, increase of remuneration/honorarium of examination work, development of Botanical Garden and opening of Tissue-culture Lab. for Botany Department were the main features.

20th December, 2019

Mathematics Department organised an Extension Programme with a lecture on Application of LPP in Vehicle Routine Problem in the Conference Hall of college. The function was presided by Dr. S. Ranjit Singh, Principal, with Kh. Debendra Meitei (Dean of Science), L. Mani Singh (Coordinator, IQAC) and Dr. M. Kuber Singh (Asso. Prof., DMCSsc. and resource person in the topic) on the dais. Merit prizes to position holders in Mathematic Honours were presented out of Departmental fund raised with the initiative of L. Ibeni Devi, HOD. With the close of the opening function, Dr. M. Kuber, the external resource person,

delivered his lecture on the day's topic. The lecture cum interaction with the students was lively.

28th December, 2019:

As part of creation of students' facility in the college, a drinking water point was created in front of the Indoor Stadium of the college. This will also facilitate not only the staff but also the local people who resort to regular walking-for-health in the evening and also the local children playing inside the campus.

3rd January, 2020:

Feedback from local alumni & parents were collected during December, 2019 and analysed. The same is reproduced here.

Analysis and Observation

Sl. No.	Question (Please tick the level of your acceptance to the statements.)	Answer option				No. of Response
		(i)	(ii)	(iii)	(iv)	20
1	The college staff are generally happy on your present or visit the college.	10	5	5	0	20
2	The college authority is in welcoming mode on your present or visit the college.	12	8	0	0	20
3	Show your rating of this college in terms of choice for admission.	8	8	4	0	20
4	The teachers are punctual and teach students at their best level.	8	8	4	0	20
5	The course syllabus of the college is of high standard and up to date.	8	12	0	0	20
6	The teaching methods used by the teachers in the college are effective and satisfied.	7	10	2	1	20
7	The Semester End Examination is organised and conducted with due precautions against unfair practices and irregularities.	7	12	1	0	20
8	The Alumni Association is contributing physical, moral and financial support to the college for development and peaceful academic atmosphere.	11	8	0	1	20
	(Comments & suggestions for improvement)	Common responses				20
9	On improvement of alumni/parents relationship with the college	The college should always invite alumni and parents for participation / co-operation for its goodness.				
10	Suggestions that would bring development for achieving the goals enshrined in the Vision-Mission of the college	i. Teachers' attention to teaching and college work need to be increased. ii. skill and specific knowledge be imparted to students. iii. the college should have attractive look and wifi for students. iv. college should provide proper				

		recreational facility to students at free time. v. college should arrange for more competitions among students.
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18th January, 2020

EBSB Club of the college organised an awareness programme of Ek Bharat Sreshtha Bharat movement in the country with Dr. S. Ranjit Singh, Principal in the chair presiding the function along with Shri L. Mani Singh (Coordinator), Dr. Y. Pramoda Devi (Associate Prof., Botany), Dr. G. Ranita Devi (Associate Prof., Economics) and Bidyarani Ningthoujam (Assistant Prof., Geography) as teacher members of the club. Altogether 46 students participated in the awareness programme. Shri L. Mani Singh gave the genesis, practice and significance of Ek Bharat Sreshtha Bharat movement at length. At the end of the function, all the teachers and the student participants pledged jointly on National Unity & Integration.

26th January, 2020

The college takes the national responsibility as values and ethics by participating in the Mass past parade organised by the government as part of the celebration of Republic Day. As usual a contingent of 37 students joined the colourful and pride Republic Day Parade of this year.

28th January, 2020

Feedback on the aspect of examination was collected from students at the end of Semester Examination, 2019 (December) from January 10 to 20, 2020 using a specific format of questionnaire. The format was distributed and the students were asked to submit to the IQAC office. The following is the analysis of the received forms.

Questionnaire 1: on Exam Programme for equal opportunity	Frequency (out of 15)			
	(a) Fully satisfied	(b) Mostly satisfied	(c) Moderately satisfied	(d) Less satisfied
	11	4		

Questionnaire 2: on Exam conducted with full precaution against unfair practices & irregularities	Frequency (out of 15)			
	(a) 100% correct	(b) 80% correct	(c) 50% correct	(d) 30% correct
	2	13		

Questionnaire 3: on the utility of Additional Sem. End Exam	Frequency (out of 15)			
	(a) Greatly helpful	(b) Moderately helpful	(c) Slightly helpful	(d) Useless
		1	9	5

Indications / result of the analysis:

No.	Questionnaire	Indication / result
1	The Programme of Examination is prepared to reduce unequal opportunity to students of all subjects as far as	Exam Programmes are generally satisfied

	possible.	
2	The Semester End Examination is organised and conducted with due precautions against unfair practices and irregularities.	Need to take up more strict enforcement for unfair means free examination
3	Semester End Additional Exams is helpful for improving Semester Grade Point score.	Need to change institutional mechanism vis-à-vis its mission
4	What did your passed-out brothers /friends /relatives say about such additional examination of the college?	No considerable response

29th January, 2020:

An institutional level Open Essay Writing Competition was organised by the EBSB Club of the college on the topic- “The Land & the People of Madhya Pradesh” in English medium to the maximum of 700 words and minimum 500 words. The competition, conducted as part of the EBSB programme of 2019, was participated by 47 students of 2nd, 4th & 6th Semester. The first three positions beggars based on the result of the competition were

Sl. No	Rank/Position	Name of the Student	Class	Roll. No.	Marks Scored
1	1 st	Keithellakpam Tina`	BSc VI	172049	22
2	2 nd	Marry Kamei	BA VI	171004	20
3	3 rd	Chongtham Umakanta Singh	BSc II	192059	19

2nd February, 2020

The college received 333 text and reference books of 252 titles related to different disciplines supplied by the Directorate of University & Higher Education, Government of Manipur for the year 2019-2020. In addition to this, equipment and accessories of Labs of some practical involving Departments of the college were also supplied during the year.

4th February, 2020

A social service programme was organised by out-going students of the college inside the campus. The activities carried out were grass and bush cutting, sweeping and clearing the streets and lawns, disposing paper and plastic waste etc. The programme was supervised by some junior teachers and altogether 36 students participated in it.

11th February, 2020:

The students’ union of college participated National De-Worming Day programme activated in the State by National Health Mission. In the college, the program was opened by the Principal with Dr. R.K. Imosana Singh (Environmental Science teacher) as Nodal Officer who was appointed so for coordinating with State Directorate of Health Services. Altogether 200 tablets were fed to students below 18 years of age on the day. Seven representatives of the Union participated in the programme.

17th February, 2020:

The Coordinator of IQAC participated as representative of Oriental College (Autonomous) in

a Meeting-cum-Workshop on All India Survey of Higher Education (AISHE) 2019-20 held at M.B. College, Imphal under the sponsorship of Higher Education Statistic & Public Information System (HESPIS), Department of Higher Education, MHRD, Govt. of India with Shri Chetan Yangjor (IAS), Asst. Director of MHRD as resource person. In the workshop, representatives of all higher education institutions were invited.

19th February, 2020

Chemistry Department organized an Interdisciplinary Extension Lecture Programme on “VISION... How Science and Technology will revolutionize the 21st Century” with resource person Prof. N. Rajmuhon Singh of Manipur University. The opening function was adored by Dr. S. Ranjit Singh (Principal), Kh. Debendra Meetei (Dean & HOD, Chemistry) and H. Ibomcha Singh (Controller of Examinations) along with the resource person. More than fifty students were benefitted by the lecture in addition to teacher participants.

20th February, 2020:

An institutional level Open Quiz Competition was held in the college organised by the EBSB Club of the college as part of its regular programme. Altogether eleven teams of four students belonging to all odd Semester of the college applied; but three teams were absent. The question pattern of the Quiz was 70% related to Madhya Pradesh, 20% to Manipur & 10% to others and the Quiz Rounds followed the three patterns. Teachers and students of the college made a pleasure audience in the programme. The Principal of the College, Dr. S. Ranjit Singh, adored as chief guest of the programme and Shri L. Mani Singh, Coordinator of IQAC and EBSB Club acted as Quiz Master.

24th February, 2020

A two- day Lecture cum Workshop Programme on Skill Development was organized by the Department of Botany on Feb. 24-25 on the topics (i) Commercial cultivation of Medicinal & Aromatic Plants in Manipur delivered by Dr. Joyrentomba, Project Co-ordinator of MSME Technology Centre, Imphal, (ii) Tissue-Culture Techniques by Dr. Y. Sunitibala Devi, Asso. Prof. G.P. college (iv) Techniques of Mushroom Cultivation by N. Ningthemjao Singh, Dy. Director, Horticulture & Soil Conservation, Govt. of Manipur and (iii) Food processing and Quality Control by H. Simithra Devi, Proprietor, Meira Foods, Imphal. The programme instilled a sense of entrepreneurship skill to the participants. The number of students benefitted by the lecture series was about 65.

27th February, 2020:

As part of teaching-learning process of B. Voc. courses, an industry interaction / field study programme with students of Tourism & Hospitality Management at Geljang Tourist Resort (Churachandpur District) and of Aquaculture at Tomba & Sons Fish Farm, Hiyangthang, (Imphal West District). Altogether 26 students participated and they prepared field report.

28th February, 2020:

Annual students' programme was organized by the OCSU (Oriental College Students Union) in the name of 56th Annual Spring Meet from February 25 to 28 at the college premises with many competitive events, individual or group, opened by the Principal on the first day. Among Indoor events included Badminton, Table Tennis, Carom and Chess while 100 m Race (Boys) 50 m Race (Girls), 50 m x 4 Relay Race (Boys), 30 m x 4 Relay Race (girls), Shot Put, Discus Throw, 7 A-side Soccer, Cricket, Tug of War, Musical Chair and Spoon Race were the Outdoor events. Debate and recitation also formed an attractive item as co-curricular activities. The whole programme was closed in a function adored with cultural events- songs, dance & choreography and prize distribution.

29th February, 2020:

A Farewell Function was held on the last day of service of Pangambam Mangi Devi, Associate Professor and Head of Department of Botany of the college. The function, organized by the Oriental College Teachers' Association (OCTA), was presided by the Principal along with Shri N. Ibobi Singh, former Principal of the college, as Chief Guest. The farewell occasion was marked by facilitating gifts and good wishes followed by a grand lunch. It may be recalled that the retiring teacher held, apart from Departmental development activities and teaching, a number of positions in the college functioning as Deputy Controller of Examinations, Dean of Science, Treasurer of OCTA and member of many important committees of the college. She contributed Rs.60,000/- to the college for developing Botanical Garden between the Science Block and the rain water harvesting central pond, in which she herself led the activity before her retirement.

07th March, 2020:

Extension Lectures for Science Faculty were held in the Conference Hall of the College on 6th and 7th March, 2020 organised under the Star College scheme of DBT, New Delhi on the topic- (i) Climate Change with external resource person Dr. T. Brajakumar Singh, Deputy Director, Directorate of Environment and Climate Change, Manipur, and (ii) Radiation & its Effect with external resource person Dr. B. Arunkumar Sharma, Medical Physicist, Radiotherapy Department of RIMS, Imphal. The function was chaired by Dr. S. Ranjit Singh, Principal of the College.

20th March, 2020:

An Inspection Team of Manipur University, Imphal led by the Director, College development Council of the University to assess the feasibility conditions for introducing B.Voc. Programme. The team collected college status report and facilities including library, staff and student enrolment etc. Later on, the University conveyed approval for introducing the programme in the college.

20th March, 2020:

The Oriental College Research Policy was developed with the aim to contribute to capacity building by encouraging the scientific temper and research aptitude of the faculty and the students. It was enacted with the approval of the Principal on this date. The policy is due to be placed before the next Academic Council for approval.

25th March, 2020:

Due to the wake of pandemic Covid-19, the country remained totally lockdown imposing curfew by the state authority and enforcing the guidelines including standard operating procedure (SOP) of World Health Organization from 25th March onwards as measures to protect from the SARS Corona Virus. The State had already declared closure of educational institutions from 13th March (Orders of Secretariat: Hr. & Tech. Education No. 14(3)/10/2020-THE dated 13/03/2020) till the end of August as precautionary measure against the spread of virus. The panic has made normal functioning of the college totally halted from the first week of March. However, the teaching-learning process continued, to some extent by some teachers, using online platforms (google meet & zoom) and mobile Apps.

27th March, 2020:

The District Administration and the Chief Medical Officer, Imphal west identified and created our college as a Screening-Testing Centre for COVID-19 under relevant sections of the Epidemic Diseases Act, 1897 and in compliance with The Manipur Epidemic Diseases, COVID-19 Regulations, 2020.

1st April, 2020

With the initiative of the Commissioner of Hr. & Technical Education, Govt. of Manipur and the college authority in view of the pandemic COVID-19 in the state, the Department of Chemistry prepared hand sanitizer solution levelled with the name of the college. The same was freely distributed to the local people through local clubs, Member of Zila Parishad and Gram Panchayat Member of Takyel in the sense that the venture might help something in the neighbouring people's fight against the virus.

15th April, 2020

Teaching staff of the College voluntarily contributed their one day salary totaling to an amount of Rs. 2,50,105 (rupees two lakh fifty thousand one hundred and five) only and donated to the Chief Minister' Relief Fund in the wake of COVID-19 pandemic in the state and the country.

4th June, 2020:

Data Mining Team of State Project Director, RUSA and Directorate of University & Higher Education, Govt. of Manipur visited the college. There was also an interaction session with all important officials including Coordinator of IQAC, Deans and Controller of Examinations wherein valuable ideas were exchanged.

9th June, 2020

A joint meeting of teachers, parents, Students' Union and Alumni Association was held with proper COVID SOP to discuss about the nature and strategy of online classes and examination during the outbreak of COVID-19 pandemic. Different views of limitations of online classes and mode of examination were heard and discussed. Ultimately it was agreed to find all possible means for reaching all students the benefit of online classes, and to wait the guidelines

and advisory of the UGC, the state government and the University regarding the conduct of examinations.

21st June, 2020

International Yoga Day was observed in the college by performing yoga practice at 8 a.m. in campus in collaboration with Alumni Association. Two external yoga masters, both alumni of the college, were engaged for demonstration. Altogether fifty-two student participants were present.

21st June, 2020

Staff and NSS Wings of the college donated 4 Dust Bins, 200 Face Masks and 200 drinking water bottles to the Community Quarantine Centre of Patsoi Assembly Constituency at SAI Complex, Takyelpat, Imphal West district for the benefit of front line worker and COVID-19 patient inmates. About 50 students and 9 teachers including the Principal participated in the donating event.

A Certificate of Appreciation was issued to the college by Shri Khuraijam Tombi Singh, Convener of Community Quarantine Centre, SAI, Imphal (Patsoi A/C) on 23rd June, 2020.

5. BEST PRACTICE OF THE YEAR (Coordinator's Peer Shadow)

Best practice in teaching *Ariba Manipuri Sahitya* adopted in the Department of Manipuri:

The Department organized a one day Outdoor Live Learning Program of 5th Semester (Manipuri Honours) students at Kangla (the ancient palace of Meitei ruler) at the heart of Imphal on 4th October, 2019 with External Expert and the faculty of Manipuri. It was a whole day program visiting almost all the historical and sacred sites/ monuments inside the ancient palace. The External Expert Shri N. Indramani Singh, the retired Archivist and Member of Kangla Fort Board, interpreted and narrated about the sacred sites/ monuments one after another. The students could not only learnt a lot of ancient Manipuri tradition and cultural features in the midst of living antiquities and contemporary ethnic treasures but also collected and documented a wide range of data on the spot using note-pad, camera, audio / video recording.

The students were also asked to write on some of the sacred places, monuments and museum articles by dividing themselves into groups of 3/4. These assignments and other programme planning were discussed and sensitized in a class before setting out for the outdoor learning.

Later on in the class, a seminar session was conducted wherein a representative of each group presented papers based on the collected information.

Utility: Such a practice rendered the students toiled hard in live- as it exists- situation and learned by themselves in competitive as well as collaborative mood. Learning by observation and experience helps the students moving by themselves. This is active learning. It also greatly reduced the number of class lecture hours that teachers would normally take to complete that part of the syllabus.

6. ACADEMIC CALENDAR FOR 2020-21(ODD SEMESTER)

ORIENTAL COLLEGE (AUTONOMOUS), IMPHAL

Academic Calendar for 2020-21(Odd Semester)

(in compliance with the UGC guideline for COVID 19 pandemic related calendar, State Govt. & Manipur University)

Sl. No.	Time	Odd Semester (I/III/V)
1.	20 th November, 2020	Admission process complete
2.	1 st December, 2020	Commencement of classes-online; offline (with COVID 19 SOP)
3.	4 th week of January, 2021	Beginning of CIA
4.	24 – 27 February, 2021	Students' co-curricular Activities
5.	1 st week of March, 2021	Submission of CIA score; notification for SEE, 2020 (Dec)
6.	15 – 20 March, 2021	Exam Form submission
7.	21 - 31 March, 2021	Extra-/Tutorial/Remedial classes
8.	1 - 5 April, 2021	Exam preparation break
9.	6 – 20 April, 2021	Conduct of SEE, 2020 (Dec) including Practical
10.	30 th April, 2021	Declaration of SEE results
11.	1 – 4 May, 2021	Semester break
12.	5 th May, 2021	Commencement of classes for Even Semester

(Dr. S. Ranjit Singh)

Principal

Orient College (Auto.), Imphal

7. STAFF POSITION AS ON JUNE 30, 2020

Teaching Staff Position

Sl.no.	Departments	No. of Asst. Prof.	No. of Asso. Prof.	No. of Ph.D.	Total (as per Pay Roll)	Total with utilised-in/out (actual teaching)
1.	Anthropology	3	4	4	7	8(1 utilised-in)
2.	Botany	4	2	2	6	6
3.	Chemistry	5	4	5	9	9
4.	Mathematics	3	1	0	4	4
5.	Physics	2	2	3	4	4
6.	Zoology	3	4	5	7	6(1 utilised-out)
7.	Geography	5	1	3	6	5(1 utilised-out)
8.	Manipuri	1	2	2	3	3
9.	English	3	2	2	5	4(1 utilised- out)
10.	Political Science	3	2	0	5	5

11.	History	2	1	1	3	3
12.	Education	3	1	2	4	4
13.	Economics	2	3	3	5	5
14.	Phy Edn & Sports		1	1	1	1
	Total	39	30	33	69	68
15.	Environ. Science			1 (Guest Lect.)	1	1
				34	70	69
Non-Teaching & Administrative staff						
	Section	Grade IV	Grade III	Grade II	Total	Engage Staff
1.	Adm. Office	3	1	X	4	3 (CO/MTS)
2.	Library	1	X	X	1	2 (Asst. Librarian)
3.	Lab. Staff	1	2	X	3	
4.	Chowkidar	1	X	X	1	
5.	Sweeper	1	X	X	1	
6.	Exam. Office					1 (CO)
	Total	7	2	0	10	6

□

Collected & Compiled as part of quality measures by the Coordinator as Editor and Published by the Internal Quality Assurance Cell (IQAC), Oriental College (Autonomous), Takyel, Imphal-1. Contact e-ID: igac.oriental@gmail.com / mslaishram9@gmail.com